

SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

The Defiance College Financial Aid Office is required to monitor Satisfactory Academic Progress (SAP) to comply with Federal regulations for students receiving financial aid. SAP considers both qualitative and quantitative measures of academic progress. Students' cumulative course work will be evaluated at the completion of each semester.

Periods of Enrollment All periods of the students' enrollment (summer, fall and spring), even periods in which the student did not receive FSA funds, are considered in the satisfactory academic progress calculation.

Attempted Hours will include: remedial, letter grades, pass/fail, withdrawn, academic second chance, repeated courses, incompletes and hours transferred in from other schools as determined by the Registrar's Office. Grade point averages do not transfer in from other schools and therefore are not counted in satisfactory academic progress.

Changes in Major Students will be expected to maintain satisfactory academic progress standards even if they change from major to major. All hours attempted from prior majors will be included in the total hours attempted for maximum time frame requirements. A student may appeal for longer time frame with rationale of the reasons for the extension. This appeal must be approved by the financial aid committee.

Second Degree Students who pursue a second degree must pass courses at 67% pass rate and maintain a cumulative grade point average of 2.0 or higher. They may not exceed 150% of the required courses for the new degree.

Incomplete coursework-Incomplete course work will be included as all hours attempted but not in hours passed until the grade is complete. Once the course is graded, the satisfactory academic progress status process will be re-evaluated upon request of the student.

Repeated Coursework-A student who fails a required course may repeat the course and receive federal financial aid. A student may repeat a passing course only one time and receive federal financial aid. Repeated coursework will count towards the total hours attempted and total hours passed for satisfactory academic progress. Cumulative grade point average for repeated courses will be determined by the Registrar's Office.

Withdrawal- all "W" or "WF" grades will be considered not passing for satisfactory academic progress. The "W" or "WF" hours are included in the total hours attempted and total hours earned and will affect the percentage of hours passed.

Remedial Coursework-Currently Defiance College does not offer remedial courses.

Requirements

Qualitative:

Students must earn the following minimum cumulative grade point averages to meet the qualitative requirement for satisfactory academic progress for financial aid.

<u>Cumulative grade point average</u>	<u>Time period</u>
1.65	1-15 hours attempted
1.70	16-30 hours attempted
1.85	31-45 hours attempted
2.0	after 46 hours attempted

Graduate students are required to maintain a 3.0 at the end of each semester.

Quantitative:

Students must meet the following pace-toward-degree completion standards in order to meet satisfactory academic progress for financial aid.

<u>Percent of course work passed</u>	<u>Time period</u>
67%	1-15 hours attempted
67%	16-30 hours attempted
67%	31-45 hours attempted
67%	after 46 hours attempted

Maximum Time Frame:

Students must complete their programs of study within 150% of the total credit hours required for the completion of their degree program at Defiance College. Example of hours for maximum time frame: Bachelor's Degree 120 hours x 150%=180 maximum hours Associates Degree 60 hours x 150%=90 maximum hours Master's Degree 33 hours x 150%=49 maximum hours 36 hours x 150%=54 maximum hours

Warning Semester: Students who do not meet the Financial Aid Satisfactory Academic Progress criteria will be placed on a one semester warning status for the next term of enrollment and will continue to receive financial aid. If the student does not meet the criteria after the warning semester, the student will be placed on financial aid suspension.

Suspension and Appeals: A student suspended from financial aid may submit a written appeal to be reviewed by the Satisfactory Academic Progress Appeals Review Committee. The appeal should explain in detail the unusual circumstances such as the death of a relative, an injury or illness of the student, or other special circumstances that prevented the student from achieving satisfactory academic progress and what has changed or will change to enable the student to improve the academic performance. The appeal should provide the actions the student proposes to take to bring the academic performance into compliance and any relevant supporting documentation.

If the appeal is granted, the student will be notified and placed on financial aid probation for one semester with an academic plan which will be established by the Committee and the student, and with counsel from the student's academic advisor when appropriate. The individual academic plan will establish the criteria for continued financial aid for future semesters and will be reevaluated each semester.

If the appeal is denied, the student will be notified by the financial aid office and the student will be responsible for any charges for periods of enrollment. Once satisfactory academic progress is reestablished by meeting the requirements, the student will then be reviewed for financial aid eligibility for future semesters.