

## ACADEMIC PROGRESS AND FINANCIAL AID

The Higher Education Amendments of 1986 mandate that all students receiving federal student aid funds be required to make measurable academic progress toward a degree. Updates to these amendments went into place on *July 1, 2011*.

The awarding of financial aid is based upon Satisfactory Academic Progress (SAP). SAP is comprised of both Quantitative and Qualitative components; a successful passing rate of all academic hours attempted and adequate cumulative grade point average.

**Quantitative:** The Financial Aid Office monitors the semester hours of students receiving aid to ensure that students are **passing at least 67% of all hours attempted**. Please see the chart below:

Academic Status	Required Minimum Semester Load	Must Earn at Least 67%
Full-time	12	8 hours
$\frac{3}{4}$ time	9-11	6 – 7 hours
$\frac{1}{2}$ time	6-8	4 – 5 hours

The quantitative element is cumulative as evidenced by the example below:

Fall Semester	Spring Semester	Total Attempted (cumulative)	Must Earn at Least 67%
1 <sup>st</sup> year – 12 hours	15	27 hours	$27 \times 67\% = 18$ hours
2 <sup>nd</sup> year – 15 hours	16	58 hours	$57 \times 67\% = 38$ hours
3 <sup>rd</sup> year – 17 hours	15	90 hours	$90 \times 67\% = 60$ hours

A student considering dropping below 12 semester hours should contact the Financial Aid Office to discuss how such a change will affect financial aid.

A student who drops below 12 semester hours per semester or fails a course is **REQUIRED** to contact the Financial Aid Office.

The Registrar will regularly inform the Financial Aid Office concerning the enrollment status and academic progress of all students.

Courses with a grade of I, IP, F/FX, or W count as hours attempted, but not as hours completed. If a student subsequently receives a passing grade in place of one of these grades after academic progress has been evaluated, it is the student's responsibility to notify the Financial Aid Office. Please see the example below:

Hours Attempted Semester	Grades Received Semester	Credit Hours Successfully Completed
Fall - 15	A	3
(1 <sup>st</sup> year)	C	3
	B	3
	IP	0
	W	0
		<b>9 Credit Hours Completed divided by 15 Hours Attempted = 60%</b>
Spring - 17	B	3
(1 <sup>st</sup> year)	D	3
	A	3
	A	2
	C	3
	C	3
		<b>26 Credit Hours Completed (cumulative) divided by 32 Hours Attempted (cumulative) = 81%</b>

In this example, in the first payment period (fall semester), the student would receive a “warning” for completing less than the required minimum of 67%, but would still be eligible to receive aid in the spring. At the end of the second payment period (spring semester), as the student has completed more than 67% of his cumulative hours attempted, he has achieved SAP. If the student were still under 67% at the close of spring, he/she would have unsatisfactory academic progress and would be considered ineligible for aid for the next payment period.

Transfer credits count as both hours attempted and hours completed.

All repeated courses count as hours attempted, but only one of the courses counts toward completed credits. The highest grade attained will be used in the GPA calculation.

Undergraduates may receive aid for a maximum of 150% of the published length of the educational program. Students enrolled full-time in a four-year program will be eligible to receive aid for a maximum of 12 semesters. Students who are not on track to earn their degree within the maximum time-frame will be denied aid.

**Qualitative:** The Registrar’s Office monitors adequate cumulative grade point average (GPA) according to the following academic progress scale:

Semester Hours Attempted	Cumulative Grade Point Average
1 – 19	1.70
20 – 35	1.80
36 – 59	1.90
60 or more	2.00

Students who do not satisfy the academic progress scale are placed on academic probation for a semester, but continue to receive aid.

Students who fail to satisfy the academic progress scale after a semester of academic probation may be allowed to continue and to receive aid for an additional semester of academic probation if it is determined that they are making suitable academic progress, or they may be placed on academic suspension and not allowed to enroll for one semester (not including summer).

Students placed on academic suspension shall forfeit all financial aid until such time as they are again meeting the minimum standards.

Students placed on academic suspension who are re-admitted will have the status of “suspended with permission to enroll.” At such time as these students reach the minimum academic standards, they will again be eligible for financial aid.

Reinstatement of aid is also dependent on availability of funds.

Evaluation of Satisfactory Academic Progress will be at the end of each payment period. If a student has not achieved SAP at the end of the fall payment period, he/she will be given a Financial Aid SAP warning, but will be eligible to receive financial aid for the next payment period.

If a student fails to achieve SAP in the payment period following the one for which he/she received a Financial Aid SAP warning, the student will be placed on Financial Aid SAP suspension and will not be eligible for financial aid.

Any student placed on academic suspension by Asbury University will automatically be on Financial Aid SAP suspension.

Students may have their financial aid reinstated without an appeal in the payment period following their successful attainment of the 67% cumulative course completion percentage and/or their successful attainment of the necessary GPA requirements.

**Appeals:** Asbury University recognizes that students on Financial Aid SAP suspension may have extenuating circumstances. Appeals are welcome and every effort will be made to give careful consideration to each appeal. If an appeal is granted, it will be for one additional payment period only, during which time the student must attain SAP. Appeals should be in writing, designated “SAP Appeal” and sent to the financial aid office at Asbury University. Each appeal must include a minimum of:

- ➔ An explanation as to why the student did not meet Satisfactory Academic Progress
- ➔ A plan of action that will allow the student to meet Satisfactory Academic Progress at the next evaluation.