

Bacone College Satisfactory Academic Progress (SAP Policy)

Federal regulations require that all recipients of student financial assistance make satisfactory academic progress toward a degree or eligible certificate. Students applying for assistance through the Federal or State Aid programs must meet THREE requirements to maintain their financial aid eligibility at Bacone College:

1. Students are required to maintain a minimum cumulative grade point average (CGPA) **and**
2. Students are required to complete a certain percentage of hours they attempt (known as rate of progress) **and**
3. Students must complete their degree within the maximum time frame (150% of program)

These three requirements are summarized in the following charts. Failure to meet ALL of these minimum academic standards will result in the loss of financial aid eligibility. Satisfactory academic progress is reviewed at the end of each academic semester once grades have been posted.

Grade Point Average Requirement - Each student must meet a minimum cumulative grade point average to remain eligible for federal student aid.

Satisfactory Academic Progress Policy Requirements	Undergraduate Students		
	Total Hours Attempted from all Institutions	0-30 Credit Hours	31-60 Credit Hours
Minimum Cumulative GPA Requirements	1.60 GPA	1.80 GPA	2.00 GPA

Satisfactory Completion of Semester Hours Requirement - Students must also successfully complete and pass 67% of all courses they attempt.

Attempted credits include the following, taken at Bacone College:

- Successfully completed (with passing grades)
- Non-passing grades (i.e. NC, F, E, I)
- Repeated Classes (Title IV funds may only pay for one repeat of a previously passed course. More than one repeated course will not be calculated in your enrollment status pertaining to Title IV funds.)
- Withdraw credits after the allowed drop period (grade of "W")
- Grades which are changed to a "W" through the academic appeal process
- Transfer credits

Percentage of cumulative attempted hours a student must complete to remain eligible for Federal Student Aid	Undergraduate Students
Students must successfully complete:	67% of attempted courses

Maximum Time Frame for Degree Completion - Students must complete their degree program within an allotted time frame to remain eligible for financial aid. The chart below indicates the time frame in which a degree must be acquired. Be aware that hour limits are cumulative; therefore, all hours from all institutions attended will be included, even if a student did not receive federal student aid. For financial aid purposes grades of A, B, C, D, F, P, S, W, AW, WP, WF, I, N, NA, NP, X, and U are all considered attempted hours. Once students reach their maximum time frame for their specified degree, they are no longer eligible for federal student aid unless an appeal is submitted by the student and approved by the Financial Aid Committee .

Attempted Hours Allowed for Earning a Degree	124 hrs X 150%= 186 hrs - First Bachelor's Degree
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Satisfactory Academic Progress Evaluation

Satisfactory Academic Progress is evaluated at the conclusion of each academic semester after grades have been posted. All attempted and transfer hours are counted during this evaluation.

- **Financial Aid Warning** is defined as any student not making SAP standards. Students may receive aid for one semester ~~while on~~ under the following conditions:

1. Students who have not completed 67% of their overall attempted credits at the end of a semester will be placed on Financial Aid Warning.
 2. The Financial Aid Warning period will consist of the next semester the student is enrolled in classes.
 3. Students will continue to receive financial aid while on Financial Aid Warning.
 4. If a student fails to meet SAP after being placed on warning they are then in "Financial Aid Suspension" status. Once on suspension status a student is no longer eligible for Financial Aid, unless they appeal their status, and the appeal is accepted. If the appeal is approved then the status changes to Financial Aid Probation.
- **Financial Aid Suspension** is defined as a student who is not making SAP standards and who either fails to appeal their status or has their SAP appeal denied. **Aid cannot be received while on this status.**
 1. Applies to your financial aid eligibility, not to your registration or academic standing.
 2. Under the following circumstances, students will be placed on Financial Aid Suspension status and will be ineligible to receive future financial aid.
 3. Students who have not reached the required 67% completion rate by the end of the Financial Aid Warning period.
 4. Students reaching the maximum attempted length for a program of study. A student is eligible for financial aid for a total of 1.5 times the length of the academic program (i.e. four-year program = 6 years). All transfer hours accepted by the Registrar's Office toward a student's program are counted as attempted and earned.
 5. Students academically dismissed due to poor academic performance as prescribed by Bacone College.
 - **Financial Aid Probation is defined as any student not making SAP standards who has appealed and eligibility for aid has been reinstated.**
 1. Aid may be received for one payment period only.
 2. Students will be required to fulfill specific terms such as taking a reduced course load or enrolling in specific courses while on Financial Aid Probation.
 3. If a student cannot mathematically achieve SAP standards in one payment period, then an academic plan will be required.

Academic Plan

Defined as stipulation placed on a student following an appeal, that when followed will allow a student to achieve SAP standards in a prescribed amount of time.

- Eligibility for aid has been reinstated and can be received as long as all conditions of the plan are met.
 - **Appeal of Suspension**
 - If special circumstances prevent students from meeting the 67% completion rate and/or graduating within the maximum completion time, the termination of eligibility may be appealed to the SAP Appeals Committee.
 - An appeal reviewed by the Committee does not guarantee reinstatement of financial aid.
 - Appropriate circumstances include
 - Serious medical illness or injury to the student
 - Death of an immediate family member
 - Other special circumstances
 - Appeal forms must be submitted with supporting documentation prior to or during the semester for which funds are needed.
 - Appeal forms submitted for a specific term will not be granted for that term if either of the following occur:
 - If the student withdraws while waiting for an appeal decision during that term.
 - Appeal form received after a student has stopped attending that term.
 - As part of the appeal, information regarding why the student failed to make SAP and what has changed in the student's situation that will allow the student to demonstrate SAP at the next evaluation must be included.
 - All questions must be completed on the appeal form or it will be returned to the student.
 - Students appealing Financial Aid Suspension may be requested to submit an Academic Plan that ensures achievement of at least the required 67%, the minimum required GPA, and/or graduation by a specified time.
 - Completion rate of attempted credits at Bacone College will be considered as part of the appeal process.
 - Students granted a SAP appeal will be placed on Financial Aid Probation and will be monitored each semester.
 - The length of the Financial Aid Probation period will depend on the specifics of the appeal.
 - Appeal forms are available at the Financial Aid Office.