

Academic Progress

(policy revised 12-22-16)

Bacone College requires that all of its students make satisfactory academic progress toward a degree in order to remain eligible as an enrolled student. Satisfactory academic progress is also necessary for students applying for and receiving assistance through the Federal Pell Grant, Federal SEOG, Federal Work Study, Oklahoma Tuition Aid Grant (OTAG), and Oklahoma Tuition Equalization Grant (OTEG) Oklahoma Higher Learning Access Program (OHLAP), Direct Subsidized Stafford Loan, Direct Unsubsidized Stafford Loan, Direct Parent PLUS Loan programs and VA education benefits.. Bacone College students must meet THREE requirements to maintain their enrollment and, if applicable, financial aid eligibility:

- Students are required to maintain a minimum cumulative grade point average, and
- Students are required to complete (pass) a certain percentage of hours they attempt, and
- Students must complete their degree within a timely manner.

These three requirements are summarized in the following charts. Failure to meet these minimum academic standards can result in the loss of continued enrollment and financial aid eligibility. Students are expected to know, based on this Satisfactory Academic Progress Policy, when they may be placed on warning, probation, or suspension.

Satisfactory academic progress is reviewed at the end of each academic semester once grades have been posted.

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

Satisfactory Academic Progress Policy Requirements	Undergraduate Students		
Total Hours Attempted from all Institutions	1-30 Credit Hours	31-60 Credit Hours	61 or more Credit Hours
Minimum Cumulative GPA Requirements	1.60 GPA	1.80 GPA	2.0 GPA

2) Satisfactory Completion of Semester Hours Requirement - Students must also successfully complete and pass 67% of all courses they attempt. 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. All transfer hours are included in this calculation.

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

3) 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.

Attempted Hours Allowed for Earning a Degree	186 HOURS - First Bachelor's Degree
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Repeated Coursework - 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.

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.

A warning is given to students for one semester who do not meet either requirement #1 or #2 shown above. This is a warning status and students can continue enrollment and receive financial aid during their next semester of attendance. Note: A warning is not

given to students regarding maximum time frame, it is the student's responsibility to know how many hours they have attempted and where they stand.

Appeal of Suspension

A student with extenuating circumstances may appeal a suspension by submitting a typed appeal to the Office of Academic Affairs AND the Office of Financial Aid (if applicable).

Appeals must explain in detail why the student failed to meet the minimum academic standards, what extenuating circumstances caused the failure, and how the situation has since improved. Examples of extenuating circumstances include illness, medical issues with immediate family members, or a death in the family. Personal or financial issues with family, friends, or roommates are not considered extenuating circumstances. A student's typed appeal should include:

- The reason(s) why the student failed to meet Satisfactory Academic Progress.
- Supporting documentation that may be pertinent to the student's appeal.
- An academic plan for success. (Details will be outlined in students' suspension letter)

The Office of Academic Affairs and the Office of Financial Aid (if applicable) appeal committees will evaluate all documentation submitted and the student's appeal will be approved or denied. The results of the appeal will be emailed/mailed by USPS within approximately ten (10) working days after the appeal is received in the Office of Academic Affairs. **If denied**, the student's academic and financial aid suspension is upheld, the student will be ineligible to enroll. A student suspended for failure to meet the Financial Aid academic progress standards can enroll but is responsible for paying for their own educational costs until the student improves his/her scholastic record to meet the minimum standards for financial aid. Students who were denied due to maximum time frame are responsible for paying for their own educational costs for the remainder of their degree program. **If approved**, the student will either be: Placed on **probation** for one semester only or placed on a **continued probation** based on the academic plan for success that they submitted with their appeal.

The student's approval email/letter will explain all requirements that must be met during his/her probationary period to continue as a Bacone student and to receive financial aid. A student who fails to complete a single course or has a complete withdrawal from the college after receiving financial aid may be automatically placed on suspension.

Student (SAP) Responsibility

Students are held responsible for reading and understanding the Satisfactory Academic Progress eligibility requirements and knowing their status at the end of each semester. If questions arise, contact the Office of Financial Aid at 918-781-7239.

Academic Dishonesty Policy

The fundamental principle of academic life is integrity. The Bacone College community does not condone academic dishonesty in any form. When an act of academic dishonesty has occurred, the incident must be reported to the Office of Academic Affairs by the faculty member in whose class(es) the act(s) of academic dishonesty occurred. Following the reporting