



2015-2016

## UNDERGRADUATE FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY

Federal regulations require that institutions of higher education establish minimum standards of "Satisfactory Academic Progress" for potential and current financial aid recipients. Financial Aid Applicants must comply with the Satisfactory Academic Progress (SAP) Policy as a condition of initial or continued eligibility. Please note that your prior academic progress will be measured to determine your eligibility. Our office will review SAP at the end of each payment period (fall, spring and summer).

Financial aid programs which are affected by the SAP Policy include: **Federal Pell, Federal TEACH, Federal Carl Perkins Loan, Federal SEOG, Federal Work Study, Federal Direct Stafford Loan, Direct PLUS Loan, Salisbury University funding (grants and scholarships), TRIO Grant, Partnership for Success Grant and State grants/scholarships.**

Satisfactory Academic Progress for undergraduates is measured in three areas: **maintaining a satisfactory cumulative grade point average, successfully completing a required percentage of attempted credits, and receiving a degree within a maximum timeframe.**

### Minimum Cumulative Grade Point Average

Undergraduate students must maintain the required cumulative grade point average necessary for continued enrollment at Salisbury University (SU). Therefore, they must maintain an academic standing consistent to the Undergraduate Scholastic Standards as outlined below:

#### Total Credits Earned (Including transfer credits)

#### Minimum SU Cumulative GPA

Fewer than 30	1.400
30-35	1.500
36-41	1.600
42-47	1.700
48-53	1.800
54-59	1.900
60 or more	2.000

### Minimum Credit Requirement

All undergraduate students must have successfully completed at least **67%** of all credits attempted.

#### **How do I calculate my percentage completed?**

An attempted credit includes graded courses (A, B, C, D, F,) and non graded courses (I, PS, S, CS, AU, W, WF, WP, NR, IP, RA, RB, RC, RD, RF, X, Advanced Placement, CLEP, Departmental Challenge Exams, International Baccalaureate Exams, Military Education Credit, Study Abroad attempted credits, credits excluded in Academic Clemency and accepted Transfer Credits).

To calculate the percentage of credits you have completed, total all attempted credits and total all completed credits. (See the **Repeat Course** section in the University Catalog for further information regarding repeating of courses) Then, divide the number of completed credits by the number of attempted credits.

$$\text{Total Completed Credits/ Total Attempted Credits} = \text{Percentage Completed}$$

**Students placed on warning after the first occurrence for one or both of the above requirements (Minimum Cumulative Grade Point Average/Minimum Credit Requirement) must meet all SAP requirements after the next consecutive payment period in which they are enrolled or financial aid eligibility will be terminated.**

OFFICE OF FINANCIAL AID

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## **Maximum Time Frame**

Undergraduate students seeking their first Bachelor's Degree must earn their degree, regardless of their program of study, within their first 180 attempted credits. Students who have not earned a degree within their first 180 attempted credits, whether they have previously received financial aid or not, will lose their financial aid eligibility.

### **What Counts as Attempted Credits?**

An attempted credit includes graded courses (A, B, C, D, F,), non graded courses (I, PS, S, CS, AU, W, WF, WP, NR, IP, RA, RB, RC, RD, RF, XD, XF, Advanced Placement, CLEP, Departmental Challenge Exams, International Baccalaureate Exams, Military Education Credit, Study Abroad credits, credits excluded in Academic Clemency and all transfer credits accepted by SU).

Ex. John has 30 transfer credits accepted by SU and had registered for 15 credits at SU for the fall 2015 semester but only obtained 12 credits at the conclusion of the fall 2015 semester. His attempted credits are 45.

### **Undergraduates Seeking First Bachelor's Degree**

A financial aid eligibility termination letter will be sent to those students who have attempted more than 180 credits.

### **Undergraduates Seeking Second Bachelor's Degree**

A financial aid eligibility termination letter will be sent to those students who have attempted (includes attempted credits/transfer credits from first Bachelor's degree) more than 270 credits.

## **Appeal Process**

If a student is placed on warning, he or she does not need to appeal, because financial aid eligibility has not been revoked. A student who has had his/her financial aid eligibility terminated has the right to make a written appeal if extenuating circumstances exist and can be documented.

## **Additional Information**

Academic dismissal or disciplinary suspension from SU will result in the automatic cancellation of financial aid eligibility.

Only matriculating students (formally admitted) can receive financial aid.

Our office is not permitted to exclude credits/grades for students granted Academic Clemency.

Students ceasing attendance at SU, either officially by withdrawing through the Registrar's Office or unofficially by dropping out, will have their financial aid adjusted in accordance with the Federal Return of Title IV Funds Refund Policy.