

SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

In order for a Shorter University student to receive financial aid from federal assistance programs, the student must demonstrate satisfactory academic progress.

Evaluation of satisfactory academic progress will be based on all courses at Shorter University and all previous credits transferred in and applied to the student's degree program at Shorter. Hours attempted at previous colleges but not applied to the student's degree program will not be included in the assessment of Satisfactory Academic Progress for financial aid. At Shorter University, satisfactory academic progress for financial aid will be evaluated by the Offices of the Registrar and Financial Aid according to the following schedule:

Semester-based programs – at the end of the fall, spring and summer semesters.

Non-term programs – at the end of each student's financial aid award year (24 credit hours minimum) prior to processing the next award year.

Per federal statute, satisfactory academic progress for continued receipt of federal financial aid is measured in terms of three components:

- a qualitative component (GPA)
- quantitative component (completion of attempted credit hours)
- length of time to complete the program.

Qualitative Component:

Students must have a minimum cumulative grade point average (GPA) of 2.0 for Satisfactory Academic Progress in order to retain federal financial aid. These standards apply to full-time and part-time enrolled students.

Quantitative Component:

Full-time enrolled students must successfully complete 12 credit hours each semester and part-time students must successfully complete 2/3 (67%) of their attempted coursework for each semester at the appropriate checkpoint for Satisfactory Academic Progress. Successful completion of courses means the student has received a grade of A, B, C, D, S or P. (Exception: some courses require a C or higher) Receipt of grades F, I, W, WF, WA, or NG (except labs) does not constitute successful completion. Remedial courses are excluded from this calculation.

- Successfully complete (earn credit toward your degree) 24 credit hours each award year.

Timeframe Component

Students must complete their degree program within 150% of the normal timeframe. All attempted classes at all colleges that are attributable to your degree at Shorter University must be considered in this calculation. Normally 126 credit hours are required to earn a bachelor's degree at Shorter University. Therefore, an undergraduate student shall be deemed in good standing and eligible to receive federal financial aid for up to 189 credit hours. If the degree requires more than 126 credit hours, the maximum timeframe to receive aid is 150% of the required hours for that program. All semesters enrolled and credit hours attempted are counted toward the SAP maximum time allowance, regardless of whether or not a student received financial aid for the period of enrollment. All repeated courses, failed courses, withdrawals and transfer hours will be counted as credit hours attempted toward the maximum time frame. Remedial courses are excluded.

An entering freshman will be understood to be maintaining satisfactory academic progress during the first semester of attendance; a transfer student with a gpa below 2.0 will be placed in an initial warning status for their first semester of attendance. They must successfully complete 12 credit hours if enrolled full-time and achieve a 2.0- semester gpa. They must also have an established academic plan for success in place.

If a degree change is necessary, a maximum of one year extension will be granted. These changes must be officially recorded in the Office of the Registrar, and the student must notify the Financial Aid office in writing. Incomplete coursework ("I" grades) will be used in calculating hours earned for satisfactory academic progress. In the case of a student who has an incomplete grade, the GPA will be calculated for that enrollment period with the "I" grade being used. The incomplete, when cleared to a letter grade, will be counted in the cumulative GPA and for completion. A re-evaluation of status will be performed at that point and the student will be notified. If the student then becomes eligible for aid, it will be disbursed at that time. A course that is required to be repeated to fulfill graduation requirements or satisfy major field standards will be used in its repetition to calculate hours. (If a course is repeated which was previously passed successfully, but the student just desires to improve the grade, these hours will not be used in the quantitative calculations for satisfactory academic progress or in calculating the cumulative GPA).

Transient work approved by the Provost or Registrar may be used to make up deficiencies. Transcripts of such work must be received by the Office of the Registrar before federal aid will be disbursed. Students not maintaining satisfactory academic progress will have only one warning period of enrollment (one semester or one 12-hour sequence for non-term programs) during which they may receive federal and/or state aid. This is an automatic extension with no appeal required. At the end of the warning period of enrollment, the student must have maintained a 2.0 GPA and successfully completed 12 credit hours for that specific term in order to retain financial aid for future terms. If the student maintains the 2.0 GPA during the warning term but does not increase his/her cumulative GPA to required 2.0, the warning period may continue at the discretion of the Director of Financial Aid. A meeting with the Director of Financial Aid and Director of Student Engagement and Success will be required at this point. An academic plan must be developed for the student that, if followed, will ensure that the student can make SAP by the end of program.

If the student does not successfully maintain a 2.0 GPA during the warning period of enrollment, the student will be placed on financial aid probation. No financial aid will be made available to the student until he/she meets the appropriate requirements for Satisfactory Academic Progress based on GPA and completion OR files an appeal and is approved for continuation. Specific circumstances must exist for an

appeal to be considered. Students who experience mitigating circumstances, such as personal illness or injury, injury or death of an immediate family member, fire or violent crime which requires the student to withdraw temporarily from college, drop out, or receive grades of incomplete, may have an extension of time in meeting the foregoing requirements for satisfactory academic progress. To receive the extension, the student must appeal by providing a personal statement and/or other documentation detailing why they did not meet the requirements and what has changed in their situation to allow them to be successful. Specific documentation such as notes from a physician, death certificate, etc. to verify the life event is required. The Financial Aid Committee will have final discretion. The student will be notified of the decision by email and by U.S. mail. If approved, the student may continue on a warning status with progress to be evaluated each semester. An academic plan must be reevaluated to ensure the student can meet the required criteria by end of program. The student must achieve a semester gpa of 2.0 and successfully complete 12 credit hours each semester in order to continue on the warning status, until which time they have a cumulative gpa of 2.0 and complete the prescribed academic plan.

This statement of Satisfactory Academic Progress for financial aid supersedes all previous regulations regarding Satisfactory Academic Progress for financial aid at Shorter University.

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