

## Satisfactory Academic Progress Policy at Southern Connecticut State University (SCSU)

The **Satisfactory Academic Progress (SAP) policy** is based on federal guidelines that require each college and university to ensure that student aid applicants are progressing through their academic programs at an acceptable pace while maintaining an acceptable cumulative grade point average. The policy is separate and apart from other academic policies at the university.

Students failing one or more of the SAP standards are ineligible to receive financial aid from the programs managed by the Office of Financial Aid & Scholarships for the entire academic year (i.e., summer, fall and spring semesters). The SAP policy affects student eligibility for the following federal and state financial aid programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant
- Federal Perkins Loan
- Federal Direct Stafford Loan (subsidized and unsubsidized)
- Federal Direct PLUS Loan
- Federal Direct Graduate PLUS Loan
- Federal Work Study
- Connecticut Aid to Public Schools Grant
- Connecticut Assistance for Public Colleges for Work Program
- Connecticut State University Grant
- State Scholarship and Grant Programs
- Other

### Satisfactory Academic Progress Standards

- **Grade Point Average (Qualitative):** Undergraduate students are expected to maintain a cumulative grade point average of at least 2.0 at SCSU and graduate students are expected to maintain a cumulative grade point average of at least 3.0.
- **Credit Completion Rate (Quantitative):** Undergraduate and graduate students are expected to successfully complete at least 67% of the credits attempted at SCSU. Failed courses (F), audited courses (Z), courses which the student never attended (N), Incompletes (I), withdrawals (W, WF, and WP), course repetitions, non-credit remedial courses and grades not reported by a professor (R) will be included in this assessment. Transfer credits will be counted as attempted and earned credits in the calculation for determining SAP. See sample below:

SUMMER 2011	FALL 2011	FALL 2011	SPRING 2012
3 credits	15 transfer credits	15 credits	15 credits

The student transferred and registered for a total of 48 credits during summer, fall and spring. Based on 48 credits, the student needs to pass a minimum of 32 credits (48 attempted credits multiplied by 67% = 32 credits) to successfully complete the credit completion rate.

- **Maximum Credit Hours:** A student may receive financial aid for attempted credits in their program of study; however, the number of attempted credits cannot exceed 150% of the university's published credit hours for the educational program in which the student is enrolled. This includes transfer credits.

**Example:** A student needs 122 credits to complete the undergraduate degree. If the student is unable to complete the degree in 122 credits, he/she has up to 150% maximum time frame to complete the degree (122 credits multiplied by 150% is 183 credits). A student who transfers 90 credits to SCSU and completes 95 credits at SCSU will not be eligible for financial aid because the student exceeded the 150% maximum time frame of 183 credits (90 transfer credits plus 95 registered credits = 185 credits).

After grades are posted in June, students who have not met the SAP standards will be notified in writing of their ineligibility to receive financial aid at SCSU.

If extenuating circumstances exist which caused the student to fail one of the SAP standards, the student can submit an appeal for reinstatement of his/her financial aid as determined by SCSU. SAP appeals may be based on factors such as: (1) the death of a relative; (2) an injury to or illness of the student; or (3) other special circumstances.

To file an appeal, the student must complete the SAP Appeal Form and attach a written statement that addresses why he/she failed to make SAP and what has changed that will allow him/her to meet the SAP standards during the next academic year. The SAP Appeal Form, written statement and supporting documentation must be submitted to the Office of the Dean of Student Affairs in Engleman Hall, Room A106 for review and resolution. The SAP Appeal Form is available online at [www.SouthernCT.edu/financialaid](http://www.SouthernCT.edu/financialaid).

**The Dean of Student Affairs office will review each appeal and determine the following:**

- The student's appeal may be denied thus making him/her ineligible for any Title IV funding and most other financial assistance for the next academic year. In this case, the student must regain eligibility without financial aid before consideration of a second appeal; or
- The student's appeal may be approved. This will allow the student to receive financial aid contingent upon the successful completion of the requirements set forth in the SAP contract. The student will be placed on financial aid probation. Financial aid probation is a status a school assigns to a student who is failing to make SAP and successfully appeals. Eligibility for aid may be reinstated for one semester.

*Revised 2/6/12*