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Review: 05/19/2017  
Next Review: 11/24/2019  
Policy Champion: Financial Aid  
Policy Area: Financial Aid  
Applicability: School of Nursing  
Approval Signature:

## Satisfactory Academic Progress (SAP) Policy

**\*PURPOSE:** The primary purpose of student Financial Aid programs is to assist students with covering their educational expenses while earning a degree. Students are expected to adhere to the Satisfactory Academic Progress (SAP) standards listed below.

**\*SCOPE:** SJSON

**\*POLICY:** Financial Aid Satisfactory Academic Progress (SAP) Standards  
A student is considered to be making academic progress if the student:

1. Earns a minimum GPA of 2.7 in each Nursing course and a minimum GPA of 2.5 in each non-nursing course AND
2. Successfully completes 67% of all attempted coursework for the semester. Note: For Financial Aid purposes grades of Incomplete, F, and W are considered attempted but not meeting SAP standards.
3. Students may repeat a course only once and still receive Financial Aid for it.
4. Transferred and accepted credits from another school are counted towards the completion and maximum time frame of the student's program.

Evaluation: A student's Satisfactory Academic Progress (SAP) will be evaluated each semester at the end of the payment period and for all periods of enrollment regardless of whether or not Financial Aid was received. Students who do not meet the minimum Satisfactory Academic Progress (SAP) requirements as outlined in this policy will be placed on Financial Aid Suspension unless they successfully appeal and are placed on Financial Aid Probation.

### Maximum Timeframe Component

In addition to the above grades and pace requirements, all students must complete their program of study by attempting no more than 150% of the credit hours normally required for completion. See table below:

Class of 2014: Graduation date of 4/14 and 8/14

Program	Credits Required for Graduation	150% MAX Attempted credits eligible for aid
RN- Associate Degree	cr required for grad: 75	150%MAX attempted: 112
LPN-RN	cr required for grad: 42	150%MAX attempted: 63

For example, if the RN-ASN program of study is normally completed within 75 credit hours, Financial Aid eligibility will be suspended once a student has attempted 112 credit hours or more. The LPN-RN program is normally completed within 42 credit hours, thus Financial Aid eligibility will be suspended once 63 credit hours are attempted.

### Financial Aid Suspension

If a student fails to meet the Satisfactory Academic Progress (SAP) requirements at the end of the semester, his/her Financial Aid will be suspended. The student may appeal this suspension and if granted will be placed on Financial Aid Probation. Aid eligibility will be reinstated if after a review of Satisfactory Academic Progress (SAP) the student meets the following criteria:

1. Enrolled in the necessary course(s) and earned a minimum semester GPA of 2.0 in each non-nursing course and 2.5 in each Nursing course or higher at the end of the semester of their probation, AND
2. Completed 67% of all attempted credits at the end of the semester of their probation.

If the appeal is not granted then the student remains on Suspension and the repeating of course(s) will be at the student's own expense.

### Appeals Process

A student who believes he/she has extenuating circumstances that affected his or her ability to maintain Satisfactory Academic Progress (SAP) should either meet with the Financial Aid Manager in person or appeal in writing for an Academic Appeal first as outlined in the Student Catalog/Handbook. If the Academic Appeal is approved, the student is eligible to apply for Financial Aid Probation.

### Financial Aid Probation

A student is placed on Financial Aid Probation after an appeal has been approved with a certain condition(s). The student is eligible to receive Federal Aid during this probationary period. Students are only allowed to repeat a course once and receive aid for the repeated course(s).

Revised 07/11/2017

**INTERDISCIPLINARY COLLABORATION: Registrar, Dean**

