



SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

A. Financial Aid Satisfactory Academic Progress (SAP) Standards

A student, including VA beneficiaries, is making academic progress if:

1. The student earns a minimum semester GPA of 2.5 with a grade of C+ (78%) or higher in non-nursing courses and a minimum semester GPA of 2.7 with a grade of B- (80%) or higher in each nursing and science 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 that course.
4. Transferred and accepted credits from another school are counted towards the completion and maximum time frame of the student's program.

Evaluation: Students 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 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 Warning. Students who fail to meet SAP after FA Warning will be placed on Financial Aid Suspension. This will result in a loss of FA eligibility, unless an appeal is granted. If an appeal is granted students will be placed on Financial Aid Probation.

Maximum Timeframe:

The maximum timeframe is defined as the maximum number of credits a student may attempt in the pursuit of their degree within a specific program of study. The maximum timeframe for completion of any program is 150% of the expected number of credits. The normative number of credits to a degree for each program is listed below.

Program – Associate of Science in Nursing	Credits required to be completed to graduate	150% MAX attempted credits eligible for aid
ASN 2-Year Track	72	108
ASN 1-Year Track (LPN's)	72 (34 transfer credits)	57

The ASN program of study requires the successful completion of 72 required credit hours. Following the maximum timeframe component, a student who has reached or attempted 108 credit hours towards this program will cease financial aid eligibility. The maximum timeframe component is true for any program at St. Joseph School of Nursing including but not limited to the 1-Year ASN track. While the 1-Year ASN track requires prerequisite coursework that is a condition of admission the program of study itself is normally completed in 38 credit hours. Therefore, the maximum timeframe available to complete this program is 57 credits. Further attempted credit hours beyond 150% of a program will result in loss of financial aid eligibility.



B. SAP Statues

Making Satisfactory Academic Progress (SAP): You are meeting the criteria listed above, no further action.

Financial Aid Warning: You are not meeting the criteria above, but last semester you were making SAP. You may continue to receive financial aid while on warning. You must complete your courses for the semester and meet the criteria above.

Financial Aid Suspension: You had your warning semester and did not meet the criteria above. You may be eligible to submit an appeal to regain eligibility for the semester.

Financial Aid Probation: You were previously on financial aid warning and/or suspension and did not meet the criteria or terms to regain financial aid eligibility. You will need to pay for courses out of pocket until you meet the SAP criteria. Aid eligibility will be reinstated if after a review of SAP, the student meets the following criteria:

- Enrolled in the necessary course(s) and earned a minimum semester GPA of 2.5 with a grade of C+(78%) in each non-nursing course and a minimum semester GPA of 2.7 with a grade of B-(80%) in each nursing and science course or higher at the end of the semester of their probation, AND
- 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 they have extenuating circumstances that affected his or her ability to maintain Satisfactory Academic Progress (SAP) should 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.

The student fills out a form in the Financial Aid Office to be evaluated for financial aid probation. A calculation is completed to see if the student has the capability to meet satisfactory academic progress by the end of the probationary period. The form will require both the signature of the Financial Aid Manager and the Dean of St. Joseph School of Nursing or designee to be approved. The student will be notified in writing via regular mail of the financial aid probation appeal decision. If the appeal is approved, the student will be placed on financial aid probation with condition(s).

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).