

OFFICE OF FINANCIAL AID
SATISFACTORY ACADEMIC PROGRESS POLICY

To receive assistance under the Federal Student Aid (FSA) Programs, a student must meet the Standards of Academic Progress. In compliance with these federal regulations, UF has established a Satisfactory Academic Progress (SAP) policy for the purpose of monitoring whether students are meeting these standards. For purposes of this rule and the receipt of financial aid, the standards of Satisfactory Academic Progress (SAP) are reviewed at the end of each semester.

Satisfactory Academic Progress is based on three measures:

1. Qualitative – GPA Requirements:

Financial aid recipients must maintain a minimum cumulative GPA for his or her academic standing. Remedial/foundation courses are evaluated within this factor because remedial coursework is part of a student's cumulative GPA. Please note, although The University of Findlay accepts transfer credit hours, the transferred hours are viewed as "pass/fail" in terms of GPA: we do not evaluate and weight transfer GPA.

Undergraduate Program Students

Must maintain a 2.0 cumulative GPA

(A 2.0 semester GPA could result in a warning status)

Graduate/Professional Program Students

Must maintain a 3.0 cumulative GPA

(A 3.0 semester GPA could result in a warning status)

2. Quantitative – Credit Hour Completion Rate:

All Students must successfully complete a minimum of 67% of all attempted courses. All completed, incomplete, withdrawn, noncredit, repeated, and failed course grades are considered credits attempted. The University of Findlay will include all courses in which the student remained past the add/drop period and earned a grade of "WD" or its equivalent. This percentage will be calculated by taking the number of credits earned divided by the credits attempted.

3. Maximum Time Frame

Students must complete their declared degree within 150% of the published program length. Hours for failed, withdrawn, repeated, and transferred courses accepted toward The University of Findlay's graduation requirements are included in the calculation of maximum timeframe. Students that change their majors or transfer from other institutions are subject to the same maximum time frame limitations.

Note: Repeated Courses

A student who repeats a failed course will receive federal financial aid for the repeated course each time it is attempted. A student who repeats a previously passed course to receive a higher grade can only receive financial aid for the repeated course one time. Note that credits for all attempted courses, including repeated courses, count in the maximum time frame calculation. All grades will be part of the GPA calculation for qualitative Satisfactory Academic Progress purposes. A repeated course grade will not replace the prior grade for this review rather all grades will be calculated separately.

OFFICE OF FINANCIAL AID
SATISFACTORY ACADEMIC PROGRESS POLICY

SAP Procedures

After each semester (including summer if courses are taken), the financial aid office will review completion rate, maximum time frame, and GPA for each student enrolled in that semester. If a student fails to meet any of the required SAP conditions, a notification is sent via Workday. Depending on the student's status relative to the factors listed above, the student's progress for financial aid purposes will be determined as follows:

1. Financial Aid Warning Status

A student is automatically placed on financial aid warning (no appeal needed) for one semester, and the student continues to receive the financial aid for which they are eligible. However, it may be determined that it is not mathematically possible for the student to meet either the qualitative and/or quantitative measures by the end of just one semester. In this situation, the student would be notified in a letter that before they are allowed to continue, they must develop an academic plan for their pace of progression that will extend beyond one semester. Details about how this plan, which must be approved, will be enclosed with the financial aid warning letter.

2. Financial Aid Failed Status

Should a student fail to meet any of the three outlined SAP requirements in the semester immediately following Financial Aid Warning status, the student will then move to Financial Aid Failed status. At the time of determination, a SAP appeal task will be issued to each student who is on a failed SAP status. This task will be delivered to the student via Workday. Should a student fail to provide sufficient evidence supporting their appeal, the appeal will be denied, and federal financial aid will be canceled. If the SAP appeal is approved, the student will be placed on Financial Aid Probation status for the following term. Please note that SAP appeals must be based on undue hardship or unforeseen circumstances (e.g., documented serious illness, severe injury or death of a family member).

3. Financial Aid Probation Status

While on Financial Aid Probation status a student will receive the financial aid for which he or she is eligible. At the end of the probation period, a student who meets all the satisfactory academic progress requirements will be removed from financial aid probation and move back into good standing. If it has been determined that a student has still failed to meet any of the satisfactory academic progress (SAP) requirements, the student's financial aid eligibility will be terminated.

Termination of Financial Aid

Should a student fail to receive an approved SAP appeal after being on Failed SAP Status, their federal financial aid will be terminated. Please note that certain state aid and endowments may also need to be removed depending on the students' individual circumstances and according to the awarding guidelines. Students will remain eligible for most institutional aid, including their merit awards.