



Satisfactory Academic Progress Policy 2018-2019

To be eligible for Federal Aid, Federal Regulations require students to maintain Satisfactory Academic Progress (SAP) while working **towards an approved degree or certificate program at NWACC. Students are required to submit official transcripts from all previously attended colleges.** All hours attempted at or transferred into NWACC will be counted as part of a student's Satisfactory Academic Progress¹. NWACC does not transfer in GPA from previously attended colleges. Satisfactory Academic Progress will be reviewed prior to a student's initial enrollment period and at the end of each academic year².

To be in **Good Standing** for Financial Aid a student must:

- successfully complete at least 67% of all attempted credit hours and
- maintain an overall grade point average of at least 2.00 at NWACC and
- attempt no more than 90 credit hours for associate degrees requiring 60 hours³ and
- must be on track to complete a degree plan within the maximum time frame

A student will be placed on **Financial Aid Exclusion** if they

1. have a cumulative course completion rate of less than 67% or
2. have a cumulative GPA of less than 2.00 at NWACC or
3. attempt 90 or more credit hours for associate degrees requiring 60 hours (footnote #3) or
4. cannot mathematically complete the degree within the maximum time frame
5. Fail to meet conditions of approved appeal

How does Financial Aid Exclusion affect my financial aid?

Students on **Financial Aid Exclusion** are not eligible to receive PELL, SEOG, Direct Student Loans or participate in the Federal work-study program.

How can I be removed from Financial Aid Exclusion?

For conditions 1 & 2 a student may be removed from **Financial Aid Exclusion** one of the following ways:

- Students may regain **Good Standing status** by taking classes on their own until they are meeting the minimum requirements for **Good Standing**. If a student regains eligibility after fall or spring grades have been posted, the student must complete a Satisfactory Academic Progress

¹ The Record's Office will review each complete and official transcript to determine which credit hours will transfer into NWACC. All hours deemed transferrable by the Record's Office will be counted toward the student's Satisfactory Academic Progress. NWACC does not transfer in GPA points from other colleges.

² Students on approved academic plans will be evaluated at the end of each semester as required by Federal Regulations. Students in certificate programs will be evaluated at the end of each semester as required by Federal Regulations. For all other students, evaluation will occur at the end of the Spring semester.

³ Associate degrees requiring more than 60 credit hours and certificate programs requiring less than 60 hours will be calculated at 1.5 times the number of hours required for completion of the degree or certificate.

reinstatement form. Students can obtain a form from our office or print it from our financial aid webpage at www.nwacc.edu .

- Students may have their aid reinstated with an approved Satisfactory Academic Progress Appeal.

For conditions 3 and 4, the only way to be removed from **Financial Aid Exclusion** is to have a Satisfactory Academic Progress Appeal approved.

For condition 5, Students that did not meet the conditions of their approved appeal must complete a minimum of six credit hours on their own with a grade of a “C” or higher in all classes regardless if their cumulative totals are above the minimum requirements. A “B” or higher is required for students working on Allied Health prerequisites. The six hours must include:

- Classes that did not meet the minimum grade requirement of the approved appeal and are required for the degree plan

After the successful completion of the six credit hours, the student will: either be placed in good standing if they meeting the minimum requirements or be eligible to appeal a second time if the extenuating circumstance is different than the one used for the original appeal.

How do I appeal Financial Aid Exclusion if I have a documented extenuating circumstance?

Students must attend a Satisfactory Academic Progress appeal workshop. The workshop covers important information on the appeal process, extenuating circumstances, documentation, deadlines and the appeal form. Workshops are held during the months of May and June. Check our website for dates and times:

http://www.nwacc.edu/web/lss_fa/satisfactory_academic_progress

Financial Aid Satisfactory Academic Progress Appeals are reviewed by a Financial Aid Appeals Committee. The student will be sent a response to their NWACC email account. Students may only submit an appeal two times for separate extenuating circumstances.

The Financial Aid Office will send notification of Financial Aid Exclusion to the student’s NWACC email account as soon as their completed financial aid file has been reviewed and at the end of the each aid year⁴. Notice of Financial Aid Exclusion may be issued for past semesters based on an evaluation of the student’s previous academic record.

- Students must submit complete official transcripts. If a transcript is received with in progress grades, the student will be required to submit a second official transcript with the completed grades.
- It is the student’s responsibility to notify the Financial Aid Office of any grade changes.
- When a student repeats a course, the highest grade earned is computed in the refigured cumulative grade point average; however, all repeated classes are counted as attempted and only the highest graded class is counted as completed.
- A student may repeat a failed course two times.
- A student may repeat a course with a grade of “D” or higher only one time.
- Financial Aid is not awarded for courses that are audited.
- Incomplete grades are counted as attempted but not completed hours and are counted in the student’s GPA as an “F”.
- Financial Aid will be awarded for up to 30 credit hours of remedial course work.
- Students who change their degree and/or majors or who are pursuing a second degree are subject to the maximum number of hours attempted rule.
- Federal Regulations allow students to receive federal aid for only courses required on the student’s declared degree plan with NWACC. The Financial Aid Office goes by the degree plan on file prior to the start of the fall semester.
- Re-admitted NWACC students must meet the 18-19 SAP policy minimum standards upon re-entry.

⁴ Students on approved academic plans will be evaluated at the end of each semester as required by Federal Regulations. Students in certificate programs will be evaluated at the end of each semester as required by Federal Regulations.