



Satisfactory Academic Progress Policy 2019-2020

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**. 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 points from other colleges.

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

- A. successfully complete at least 67% of all attempted credit hours and
- B. maintain an overall grade point average of at least 2.00 and
- C. attempt no more than 90 credit hours for associate degrees requiring 60 hours² and
- D. 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 or
3. attempt 90 or more credit hours for associate degrees requiring 60 hours (footnote #2) or
4. cannot mathematically complete the degree within the maximum time frame
5. Fail to meet conditions of approved appeal
6. Fail to meet the minimum standards after a warning semester

When will my Satisfactory Academic Progress be evaluated?

For students enrolled in Associate degree plans, evaluations occur at the time of review for award eligibility and after the spring and summer semesters.

For students in certificate programs, evaluations occur at the time of review for award eligibility and after every semester. If the student is not meeting the GPA and/or 67% (A & B) minimum standards after a semester, they will be placed on financial aid warning for their next semester of enrollment. If the student is not meeting the minimum standards after the warning semester, they will be placed on Financial Aid Exclusion. Students meeting the minimum standards after a warning semester will be placed back in good standing for the next semester attended. Certificate students on Financial Aid Exclusion for attempting too many hours or not on track to graduate within maximum time frame (C & D) will not receive a warning semester.

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

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?

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.

²Associate 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.

For exclusion status 1, 2 & 6 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 reinstatement form. Students can obtain a form from the Enrollment Support Center 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 exclusion status 3 and 4, the only way to be removed from **Financial Aid Exclusion** is to have a Satisfactory Academic Progress Appeal approved.

For exclusion status 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 complete 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:

<https://www.nwacc.edu/enrollment/financialaid/formspolicies/satisfactoryacademicprogress.aspx>

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 Processing Team 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 evaluation period. Notice of Financial Aid Exclusion may be issued for past semesters based on an evaluation of the student's previous academic record.

- College transcripts received during a semester in which the student has already begun attendance will be calculated as part of the student's satisfactory academic progress for the following semester.
- It is the student's responsibility to notify the Enrollment Support Center 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 Processing Team goes by the degree plan on file prior to the start of the semester.
- Re-admitted NWACC students must meet the 19-20 SAP policy minimum standards upon re-entry.