Satisfactory Academic Progress for Financial Aid

Introduction:

This document outlines the standards and requirements that students must meet to maintain eligibility for Federal and State of Wisconsin financial aid programs ("financial aid") per the Financial Aid – Satisfactory Academic Progress Policy. The policy complies with federal regulations (34 CFR § 668.34) and ensures students make Satisfactory Academic Progress (SAP) towards their degree while receiving financial assistance.

Scope:

All students admitted into a Financial Aid Eligible program of study are subject to this SAP policy. Students who are not admitted into a Financial Aid eligible program of study will automatically be assigned a "Pass" SAP status.

Key Definitions:

Satisfactory Academic Progress (SAP): The overall measure of a student's successful completion of coursework to remain eligible for financial aid. SAP measures include all academic periods of enrollment, regardless of whether the student received financial aid.
SAP Statuses:
- **Passed:** A status assigned when the student has met all the SAP Policy standards. A student is eligible to receive financial aid while their SAP status is Passed.
- **Warning:** A status assigned to students who fail to meet one or more of SAP standards for the first time. Students on warning are still eligible for financial aid but must meet all SAP policy standards during their warning academic period to continue financial aid eligibility.
- **Failed:** A status assigned to students who fail to meet one or more of the SAP standards after having a warning academic period or earn all failing grades in a academic period. A student with a Failed SAP status is not eligible for financial aid.
- **Probation:** A status assigned when a student has successfully appealed a Failed SAP status and is placed on an Academic Plan. A student with a Probation SAP status is eligible for financial aid.
- **Undetermined:** A status assigned when SAP cannot be determined for various reasons including missing grades, no registrations, or SAP has not yet been assessed for the academic period. New students entering their first academic period at FVTC will be eligible for financial aid with an Undetermined SAP status.

Academic Plan: A customized plan developed for a student on financial aid probation. It outlines specific academic requirements the student must meet to maintain satisfactory academic progress.

Academic Period: A specific segment of time within an academic calendar during which academic activities, courses, and assessments take place. FVTC defines three academic periods (also referred to as terms or semesters): Fall, Spring, and Summer.

Academic Level: Refers to the classification of the courses offered at FVTC. There are two academic levels: Program Prep and Post Secondary. Each academic level is associated with specific educational requirements and qualifications. For SAP purposes, there are differences with the GPA impacts depending on the course's academic level. See "Grading Impacts" later in this policy for details.

- **Program Prep:** Generally, remedial, preparatory, and Adult Education courses.
- **Post Secondary:** Generally, courses required for Certificate, Technical Diploma, and Associate Degree programs.

Unit: A value of academic credit assigned to a course, typically representing the workload, class time and independent study required for the course. It is often referred to as semester units, credits, or credit hours.

Eligibility Requirements:

Students must meet ALL the following standards and requirements to maintain SAP:

- Qualitative Standard (GPA): Students must maintain a minimum cumulative GPA of 2.0 to be eligible for financial aid.
- Quantitative Pace Standard (Completion Rate): Students must successfully complete a minimum of 67% of attempted coursework to remain eligible for financial aid.
- Maximum Time Frame (150% Rule): Students must complete their program within 150% of the published number of units required for their current primary financial aid eligible program to be eligible for financial aid.

Evaluation Period:

Satisfactory Academic Progress will be evaluated at the end of each academic period for all enrolled students.

Qualitative Evaluation:

- Minimum GPA: Students must maintain a cumulative GPA of 2.0.
- Students failing to achieve the minimum 2.0 cumulative GPA will be placed on Financial Aid Warning for the following academic period.
- Financial Aid Warning: During the warning academic period, students can continue to receive financial aid but must improve their cumulative GPA to meet the minimum cumulative requirement by the end of the academic period.
- Loss of Eligibility: Students who fail to meet the minimum cumulative GPA requirement by the end of the warning academic period will lose eligibility for financial aid until their cumulative GPA is brought back to the required level.
- Automatic Failed Status: Students with all failing grades in an academic period, regardless of academic level, will not receive a Financial Aid Warning academic period and will immediately lose eligibility for financial aid. Failing grades include F, LF, and FD.
- See "Grading Impacts" section later in this policy for an explanation of which grades and courses are included in the GPA calculation.

Quantitative Pace Evaluation:

- Completion Rate: Students must successfully complete 67% of units attempted. Completion rate is calculated by dividing the number of cumulative units passed by the number of cumulative units attempted.
- Students failing to meet the required 67% completion rate will be placed on Financial Aid Warning for the following academic period.
- Financial Aid Warning: During the warning academic period, students can continue to receive financial aid, but must improve their completion rate to meet the minimum requirement by the end of the academic period.
- Loss of Eligibility: Students who do not meet the completion rate requirement by the end of the warning academic period will lose eligibility for financial aid until their completion rate is brought back to the required level.
- See "Grading Impacts" section later in the policy for an explanation of which grades and courses are included in the Completion Rate calculation.

Maximum Time Frame:

Students must complete their program of study within a maximum time frame (150% Rule), which is limited to 150% percent of the published number of units of their primary financial aid eligible program. Failure to do so will result in the loss of financial aid eligibility. All units attempted at FVTC <u>and</u> transferred in units are included in this calculation, regardless of whether they are required for their current primary program of study or whether the student received aid for these units.

- For example, if a student's published program length is 60 units, they can receive financial aid up to 90 units (60 x 1.5).

Grading Impacts:

The following charts outline how different academic levels and grades impact GPA, Completion Rate and 150% Rule statistics for SAP.

Academic Level: Post Secondary
Course #s starting with 10, 20, 30, 31, 32

Grade	Impact GPA	Impact Completion Rate	Impact 150% Rule
A, B, C, D, F	x	x	x
LF, FD	x	x	x
P, W, WI, NS, EX		x	x

Academic Level: Program Prep
Course #s starting with 10, 77, 78

Grade	Impact GPA	Impact Completion Rate	Impact 150% Rule
A, B, C, D, F, S, U		x	x
FD, LF, NS, W, WI		x	x

GPA Values

Grade	Grade Points	Grade	Grade Points
A	4.00	C-	1.70
A-	3.70	D+	1.30
B+	3.30	D	1.00
B	3.00	D-	0.70
B-	2.70	F	0.00
C+	2.30	FD	0.00
C	2.00	LF	0.00

Course #s that begin with the following two digits are EXCLUDED from all SAP calculations:

- 42
- 47
- 50
- 60

- 73
- 74
- 75
- 76

- 93
- 94

Extension (EX) Grades:

Students who were granted an extension by their instructor(s) will still be evaluated for SAP after the academic period is complete. An EX-grade is included in the completion rate as attempted but not successfully completed, and as attempted units in the 150% Rule calculation. An EX-grade is not included in the GPA calculation until the final grade is posted.

Grade Changes:

The Financial Aid Office will monitor grade changes for 30 days after the end of each academic period and will update the student's SAP statistics automatically. If a grade is changed beyond 30 days after the academic period ends, students seeking an updated SAP status must contact the Financial Aid Office to request a re-evaluation of the past academic period with the new grade. Grade changes include EX grades updated to a final completed grade.

Consortium Classes:

Course grades taken under an approved Consortium Agreement are included in the SAP calculation.

Repeat Coursework:

All attempts of a course are included in the SAP calculation.

Appeal Process:

Students who failed to meet the SAP standards due to extenuating circumstances may submit an appeal to request reconsideration of eligibility for financial aid. The Financial Aid Staff will review appeals and make decisions on a case-by-case basis. Appeal forms are available on the financial aid forms page.

Probationary Period:

Approved Cumulative GPA/Completion Rate Appeals:

Students are granted a Financial Aid Probation SAP status upon a successful appeal and can continue receiving financial aid, starting from the academic period specified in their appeal approval notification. While on Financial Aid Probation, they are required to meet the academic period GPA and academic period completion rate outlined in the Academic Plan provided with their appeal approval. If a student fails to meet the requirements specified in their Academic Plan during the Probation period, they will receive a Failed SAP status, resulting in the loss of eligibility for financial aid until they restore their cumulative GPA and/or completion rate to the required level.

Financial Aid Probation ends if the student meets the Cumulative GPA standard of 2.0 and cumulative completion rate of 67%.

Approved 150% Rule Appeals:

Students are granted a Financial Aid Probation status upon a successful appeal and can continue receiving financial aid, starting from the academic period specified in their appeal approval notification. While on Financial Aid Probation, they are required to meet the academic period GPA and academic period completion rate outlined in the Academic Plan provided with their appeal approval. If a student fails to meet the requirements specified in their Academic Plan during the Probation period, they will receive a Failed SAP status, resulting in the loss of eligibility for financial aid.

The Financial Aid Probation and Academic Plan remain in effect until graduation from their approved program of study.

Notification:

Students will be notified of changes to their SAP status via their official FVTC email account. Their status is also viewable in their MyFVTC account.

Review and Reassessment:

This policy will be reviewed periodically to ensure its effectiveness and alignment with federal regulations. Changes will be communicated to students in a timely manner.