Section 8: Satisfactory Academic Progress (SAP)

Students receiving federal/state financial aid are required to meet Satisfactory Academic Progress (SAP) standards according to Federal Student Aid regulations. Every student's (regardless of whether or not they received financial aid) academic record is reviewed. Their complete academic history is reviewed including but not limited to; transfer credit accepted by the college, dual credit, and pass/fail courses.

At the end of each semester and once grades are posted, SFCC will run a SAP process to review the student's academic record. Any changes made to a student's academic record after initial SAP is ran (example: transcript received after initial SAP was ran, change in program of study for the current term) will be reviewed on a case by case basis. Although all students are reviewed, only students with a current FAFSA on file will be notified of their SAP status via SFCC student email.

8.1 Types of Eligible SAP Status

A student is considered to have an eligible SAP status if they successfully meet all three criteria. Transfer credit accepted from other colleges and universities will be included in the number of credit hours attempted and earned and cumulative GPA.

8.1.1 Max hours - 150% limit

Students are allowed to attempt a maximum of 150% of the credit hours required for their program of study and maintain eligibility to receive federal/state financial aid. All coursework, including accepted transferred credit hours are counted in the 150% limit. For example: A student seeking a degree requiring 64 credit hours may attempt a total of 96 credit hours.

8.1.2 Completion Rate or Pace

Students must successfully complete with a passing grade a minimum of 67% of the total hours attempted. Completion rate or pace is calculated using the following formula

\[
\frac{\text{Number of hours passed}}{\text{Cumulative number of hours attempted}} = \text{Completion Rate or Pace \%}
\]

- A completion rate of 66.5-66.9% is rounded to 67%.
- Successful completion is defined as receiving a grade of A, B, C, D, P, or CR.
- Unsatisfactory grades are:
  - F = Failure
  - W = Withdrawal
  - AU = Audit
  - I = Incomplete
  - II = Incomplete Internship
8.1.3 Grade Point Average Requirements

Students must maintain the minimum cumulative Grade Point Average (GPA) based on the number of credit hours completed. Courses that do not have a GPA associated with them such as pass/fail and articulated courses are not calculated in the student’s cumulative GPA. Students are expected to maintain a cumulative GPA in accordance with the following criteria:

<table>
<thead>
<tr>
<th>GPA Hours Completed</th>
<th>Minimum Cumulative</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 12 hours</td>
<td>1.50</td>
</tr>
<tr>
<td>13 - 24 hours</td>
<td>1.75</td>
</tr>
<tr>
<td>25 - 36 hours</td>
<td>1.85</td>
</tr>
<tr>
<td>37 - 48 hours</td>
<td>2.00</td>
</tr>
</tbody>
</table>

8.2 Failure to Meet SAP Standards

8.2.1 Warning

Students who fail to meet the minimum cumulative GPA and/or completion rate requirements, will be placed on financial aid warning status for the upcoming semester. If the student does not attend the upcoming semester, their warning status will continue to the next semester they do attend. While on warning status, the student is still eligible for financial aid.

8.2.2 Suspension

Continued failure to meet minimum GPA and/or completion rate requirements will result in financial aid suspension. When on financial aid suspension, the student is not eligible for any federal or state financial aid. Students whose financial aid is suspended may appeal their suspension if certain documented circumstances have contributed to the situation.

8.2.3 Max Hours Warning

Students nearing the maximum 150% limit of attempted credit hours required for their degree, will be placed on financial aid warning status when the student is within 15 credit hours of reaching the limit.

8.2.4 Max Hours Suspension

Students who reach the maximum 150% limit of attempted credit hours for their degree will be placed on financial aid suspension. When on financial aid suspension, the student is not eligible for any federal or state financial aid. Students whose financial aid is suspended may appeal their suspension if certain documented circumstances have contributed to the situation.
8.2.5 Impact of Repeated Coursework

Students may receive federal financial aid for repeating courses; however, if retaking a previously passed course, federal financial aid can only be used for one repeat of the course. All repeated courses will be used in the calculation of a student’s Satisfactory Academic Progress status. A grade earned in a repeated course, if higher, replaces the previously earned grade. The Missouri A+ Scholarship will not pay for any repeated coursework.

8.3 Reinstatement of Financial Aid/Suspension Appeals

Students may appeal their financial aid suspension if certain circumstances have contributed to the situation.

8.3.1 Circumstances for Appeal

The student must meet one of the following circumstances:

1. Medical situation - serious illness or injury of the student or immediate family member.
2. Death of a family member during the semester in question and with proper documentation.
3. Special circumstances that can be documented and only valid if student achieved at least 2.0 GPA the last semester attended.
4. If the student has not been actively enrolled in another higher education institution (any institution) for the past five years. This only applies to first appeal.

8.3.2 Process of Appealing

1. Schedule a meeting with their navigator to complete an academic plan.
2. Gather supporting documentation to be submitted with the appeal.
3. Complete the Financial Aid Suspension Appeal Request form located in mySTAR. The link on the Financial Aid tab under the Financial Aid Forms channel and also on the Campus Resources tab under the Financial Aid Suspension Appeal Process channel.

**SFCC allows a maximum of two appeals are allowed per academic career. Appeals prior to summer 2014 are not counted.**

8.3.3 Review and Notification of Decision

The Dean of Student and Academic Support Services will review all appeals. In some circumstances, the dean may convene a Financial Aid Appeals Committee to review an appeal request. In this case, the request for appeal will be given to
an appeal panel to determine if mitigating circumstances do warrant approval of the appeal. Once a decision is made, the dean will notify the student of the decision via SFCC student email.

8.3.4 Students Who Have An Approved Appeal For Low Pace Or GPA

Students who are on an approved appeal and successfully complete all classes they attempt during that semester and earn at least a 2.0 GPA will have their approved appeal status continued for the next semester.

Students who do not successfully complete all classes they attempt and do not achieve at least a 2.0 GPA during that semester will go back on financial aid suspension.

Students on an approved appeal who complete enough credit hours to bring their completion rate (pace) and/or GPA back up to the minimal standards will be placed back in Good standing.

8.3.5 Students Who Have An Approved Appeal For Max Hours

If an appeal was approved for max hours, the student will continue on the approved appeal until completion of degree if the student successfully completes all classes attempted and earn at least a 2.0 GPA each semester.

Students who do not successfully complete all classes they attempt and do not achieve at least a 2.0 GPA each semester will go back on financial aid suspension.

8.3.6 Reinstatement of Financial Aid Without Appealing

Students who are on financial aid suspension for low pace and/or GPA and are not eligible to appeal, can regain eligibility by successfully completing (at their own expense) enough credit hours to achieve the minimum completion rate and/or minimum cumulative GPA. Students who are on max hours suspension cannot regain eligibility without appealing.