

Satisfactory Academic Progress

Federal regulations require that all students who receive any federal or state financial assistance (Title IV aid) make measurable satisfactory academic progress (SAP) toward a degree at Georgetown College. Progress is determined quantitatively (hours attempted vs. hours earned, and max time frame) and qualitatively (GPA).

Progress is monitored at the conclusion of Fall and Spring semesters, and all students must be making measurable satisfactory academic progress to continue receiving federal or state financial assistance, or they must successfully appeal and be on probation.

Those candidates readmitted to Georgetown College or admitted as transfers will be evaluated for SAP upon registering for classes.

Qualitative Measure (Grade Point Average)

To meet the qualitative requirement, a student must be able to show their progress towards their educational objectives. Since a student must have a 2.0 cumulative GPA to graduate, they must make progress toward that GPA as they progress. For example, in their first semester (as they attempt the first 15 or so hours), they must have a 1.6 cumulative GPA or above.

Required cumulative GPA by hours attempted:

- 1-15 semester hours attempted: 1.6 cumulative GPA or above
- 16-30 semester hours attempted: 1.7 cumulative GPA or above
- 31-45 semester hours attempted: 1.8 cumulative GPA or above
- 46-60 semester hours attempted: 1.9 cumulative GPA or above
- 61- or more semester hours attempted: 2.0 cumulative or above

Cumulative GPA is only calculated on courses attempted at Georgetown College.

Quantitative Measure: Completion Ratio

To meet the quantitative requirement, a student must **earn** two thirds of the hours they **attempt**.

To determine the completion ratio percentage, you will divide earned credits by attempted credits as they are listed on the transcript. For example, if a student has attempted 30 semester hours, they must have earned at least 20 semester hours ($20/30 = 2/3$).

Note: Repeated courses contribute to attempted hours, but hours can only be earned once.

Quantitative Measure: Maximum Time Frame

The maximum timeframe is a period of no longer than 150% of the published length of the education program as measured in credit hours. Students pursuing their first bachelor's degree may not exceed 180 attempted credit hours (180 is 150% of the 120 credit hours required to graduate with a Bachelor's degree).

Attempted hours include all hours for which the student demonstrates enrollment after the final date to drop without a grade.

SAP Appeal Procedure

If a student fails one or more of the three measures (qualitative, completion ratio, and maximum time frame), the student is not eligible for federal and state financial aid including grants, scholarship, work-study, and loans. Students failing SAP standards who have had mitigating circumstances (e.g., death in the family, illness, tragedy, involuntary military leave), however, may request reinstatement of their financial aid eligibility by submitting a SAP Appeal and supporting documentation by the published Satisfactory Academic Progress deadlines. Students who are identified as not meeting Satisfactory Academic Progress standards are sent an email informing them of their ineligibility and are provided instruction on how to move forward with an appeal (see below).

SAP Appeal

To appeal a student must have completed the Free Application for Federal Student Aid (FAFSA) and include the following in a typed letter of appeal submitted to the Office of Financial Aid:

- Detailed explanation for failure to meet SAP standards for each applicable semester that student failed to perform satisfactorily.
- Documentation to support reason for failure or justification for why documentation cannot be provided.
- Detailed explanation of what has changed that will now allow the student to comply with SAP standards, and, when warranted, a statement of academic objectives, corrective action plan, and/or plan of study indicating which courses apply to the degree and which courses remain to complete the program of study.

Students will be notified by email of the decision of the SAP Appeals Committee. The decision of the SAP Appeals Committee is final; however, the student may appeal again for a future semester if denied.

Financial Aid Probation

If a student successfully appeals, they are placed on Financial Aid Probation. While on probation, a student must complete 80% of coursework (or 100% of course work if on probation for exceeding max time frame) and earn a minimum 2.1 GPA. If a student meets the requirements of Financial Aid Probation but remains below the required mark on the three measures of Satisfactory Academic Progress, they will be assigned continuing Financial Aid probation for one subsequent term. If a student on Financial Aid Probation fails to meet the requirement of Financial Aid Probation, that student shall be deemed ineligible for Financial Aid funding until such time as that student meets all three measures of Satisfactory Academic Progress.

Re-establishing Financial Aid Eligibility

Students who are ineligible because they do not meet the required three measures of Satisfactory Academic Progress or who are on Financial Aid Probation shall be re-evaluated at the conclusion of each semester in which they enroll to determine whether they have re-established financial aid. Students will be notified via email when they successfully meet all three measures of Satisfactory Academic Progress and are again eligible to receive federal and state financial assistance without Probation.

SAP Definitions and Notes:

Satisfactory Academic Progress (SAP)

SAP is the term used to define successful completion of degree requirements to maintain eligibility for federal and state financial aid.

Financial Aid Probation

Financial Aid Probation status is assigned to students who do not meet SAP standards and who have successfully appealed.

Continued Financial Aid Probation

Continued Financial Aid Probation status is assigned to a student who was placed on Financial Aid Probation during the previous semester/term and at the end of the semester/term did not meet the standards of SAP but met the requirements of Financial Aid Probation.

Attempted Hours

Attempted Hours include all course hours attempted at Georgetown College and in which the student remains enrolled past the add/drop date.

Earned Hours

Earned hours are attempted hours for which the student received credit by earning a D or above in that course, or a P if taken pass/fail.

Effect of withdrawing from a course

Credits for withdrawn courses (i.e., assigned a grade "W", meaning the student withdrew or was administratively withdrawn after the final date to drop a course without a grade) are counted as attempted credit hours in the quantitative measure (and maximum timeframe) but are not counted in the qualitative measure.

Effect of Dropping or Never Attending Courses

Courses students register for but drop prior to the end of drop period are not included in the calculation of SAP. Courses in which the student registers but never attends are not included in the calculation of SAP.

Effect of Incomplete Grades

Credits for incomplete courses are counted as attempted credit hours in the quantitative and maximum timeframe measures but are not counted in the qualitative measure.