SAP Policy - James Sprunt Community College

JSCC is required to ensure that students receiving federal student aid are making adequate progress toward completing their degree. Your Satisfactory Academic Progress will be monitored for all periods of enrollment whether or not you have received financial (Fall, Spring, Summer). This is applied to all students who received private, institutional, federal, or state funds.

JSCC’s Federal Student Aid SAP policies are similar, but not identical, to the institution’s Academic Retention requirements. Students should review both sets of policies and ask for clarification as needed. Questions about federal student aid SAP policies should be directed to the Financial Aid Office.

Conditions for Meeting Satisfactory Academic Progress Policy

1. Qualitative Measure (Cumulative GPA)
   a. Students must maintain a cumulative grade point average of 2.0 (equivalent to C average).
   b. Passing grades are A, B, C, D, or P (Pass). Grades of I, W, D, F, or R(Repeat) may cause your grade point average to drop below a 2.0.

2. Quantitative Measure (PACE/Semester Hour Progression)
   a. Students must complete 67% of semester hours attempted to remain compliant with SAP Policy. Semester hour progression will be based on a cumulative total of attempted hour to earned hours. For example, a full-time student who attempts 16 semester hours in a semester must complete at least 12 semester hours to meet the 67% requirement. Semester hours that are not completed with a passing grade will also count towards maximum units attempted towards degree objective.

3. Maximum Timeframe to Complete a Degree
   a. The maximum allowable timeframe for receiving aid is equal to 150% of the length of your academic program. For example, if you are pursuing a Major that requires 64 semester hours for graduation, you would reach the maximum timeframe at 96 semester hours.
   b. If you are a transfer student, you accepted transfer coursework will be counted in the maximum time frame. You can repeat a course, but the credits will also be applied toward the maximum timeframe
   c. Required remedial coursework will not be counted toward your maximum timeframe (Up to 30 semester hours of remedial coursework will not be counted towards your maximum timeframe).

Consequences of Failure to meet Satisfactory Academic Progress

The Financial Aid Office measures SAP at the end of each academic semester (Fall, Spring, Summer). If the student meets the SAP Policy Criteria, they are eligible to receive federal

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student aid funds in the following semester of enrollment. If the student does not meet the SAP Policy, one of the following SAP Status designations will be assigned to the student.

**Financial Aid Warning**

If after the end of an academic semester a student’s SAP status fails to meet any or all of the SAP conditions the student will enter Financial Aid Warning status for their next semester of enrollment. The student will be notified of this status via electronic communication from the Financial Aid Office. The student will continue to be eligible to receive federal student aid funds while in Financial Aid Warning status.

NOTE: Students who withdraw from all courses in the last semester attended, will be automatically placed on a Financial Aid Warning status.

**Financial Aid Suspension**

A student on Financial Aid Suspension is ineligible to receive federal student aid funds. Students on Suspension may submit a SAP Appeal to the Financial Aid Office within 10 business days of notification of current SAP status. If SAP appeal is approved by the Financial aid Office, students will be placed on a strict Conditional Probation Status with the financial aid office. Failure to meet the conditions of the Conditional Probation status will jeopardize Financial Aid eligibility.

Submitting an appeal does not guarantee approval. Students awaiting a response from the SAP Appeal are responsible for paying their tuition fees by the payment deadline to avoid being dropped from their classes.

**Conditional Probation**

A student on Conditional Probation must meet the criteria of their probation. Students cannot withdraw or fail from a class under this status. Failure to meet criteria will result in loss of Financial Aid eligibility.

**Terminate**

A student with the status of Terminate has loss financial aid eligibility due to the failure to meet the conditions of their previous Conditional Probation.

**Reinstatement of Aid**

Students who are disqualified and/denied Financial Aid from a prior semester, who have successful completed at least one semester or 12 semester hours without failing or withdrawing from classes with the recommendation of the financial aid office may be eligible for reinstatement of financial aid.
Upon completing such semester hours, students are required to submit a Satisfactory Academic Progress Appeal to the Financial Aid Office and provide in-depth details as to how the student plans to remain successful in their program of study. All students who have been academically disqualified are ineligible for Financial Aid and can only regain financial aid eligibility through the appeal process.

**Appeal Process**

Students can appeal their disqualification from financial aid by completing a Satisfactory Academic Progress Appeal. The SAP Appeal Form is available under the Forms section on the institution’s Financial Aid website, and is available in the Financial Aid Office. Students should provide an explanation of extenuating circumstances that prevented them from maintain satisfactory academic progress throughout the semester(s) in question. Supporting documentation regarding the conditions for appealing will be accepted and reviewed. All appeals are reviewed by the Financial Aid Director and the decision is final. The review time for appeals may take 1-2 weeks. Students will be notified of the results by email.

Students awaiting a response in regards to their SAP Appeal are responsible for paying their tuition fees by the payment deadline to avoid being dropped from classes.