

## SATISFACTORY ACADEMIC PROGRESS

Satisfactory academic progress (SAP) is defined by federal regulation and determined by reviewing three specific areas of your academic record. You must achieve and maintain (1) a cumulative grade point average (GPA) consistent with meeting graduation requirements, (2) demonstrate you are making progress toward the completion of a degree by earning a minimum number of credit hours each semester, and (3) complete a degree within a maximum time frame measured by attempted hours equal to 133% of the number of credits required for your program. Recipients of ALL AID funds must meet SAP standards.

SAP for financial aid recipients in the College of Arts and Sciences is defined as follows:

### (1) Required GPA

Continued eligibility for **ALL AID** requires at the end of each academic term you achieve the minimum cumulative GPA.

#### SAP GPA Guide

Semester	Minimum Cumulative GPA
1	1.85
2	1.85
3	2.00
4	2.00
5	2.00
6	2.00
7	2.00
8	2.00

### (2) Required Completion Rate (PACE)

To meet the credit hours necessary for graduation in four years, the expectation is you will complete 16 credit hours per semester for eight semesters. Continued aid eligibility requires you to progress through your program at a pace that ensures graduation within the maximum time frame. Progress is measured cumulatively. In order to graduate within the maximum time frame, you must earn at least 75 percent of your attempted credits.

#### SAP PACE Guide

Semester	Minimum % Earned Credits
1	75%
2	75%
3	75%
4	75%
5	75%
6	75%
7	75%
8	75%

### (3) Maximum Time Frame

Continued aid eligibility requires you to complete your degree within 133% (100/75) of the published credit hour requirements for your program. The maximum attempted credit hours, for undergraduates, equals 170 credits, 133% of the required 128 credits for degree completion. Any student exceeding the 170 attempted credit hours at the time of SAP evaluation will no longer be meeting progress. If at any review it becomes mathematically impossible to complete your program within 133% of the credit hour requirements for the program you will be ineligible for further financial aid. **All institutional aid eligibility is typically available for the equivalent of only eight semesters measured by credit hours attempted.**

#### Remedial Coursework

Non-credit developmental coursework is not available at Sewanee. Developmental courses from other institutions are not accepted as credit or evaluated in the SAP review.

#### Repeated Coursework

Federal student aid regulation sets a limit to the number of times you may repeat a course to fulfill degree requirements and receive federal or state financial aid for that course.

- *You may receive federal and state aid for a repeat course provided you did not earn credit for the course (that is, if you received a grade of W, WF, or F). There is no limit to the number of times the course may be repeated if no credit was earned.*

- *If you take a course again for which you have previously earned academic credit (that is, an earned grade of D minus or better), you may receive a financial payment for the course only one time.*

- *Federal regulations specify you may not receive aid more than once for repeating a course previously passed, even if you are required to retake the course to fulfill a degree requirement.*

- *This does not apply to courses that are repeatable for credit (i.e. independent study courses). Repeated courses are calculated in the SAP evaluation in accordance with Sewanee's grading policy on repeat coursework available in the College Catalog.*

#### Withdrawals

When determining SAP, attempted credits are determined as of the last day to drop a course without record each semester on the official academic calendar. Your pace will be negatively impacted if you withdraw from classes after the last day to drop a course without record (i.e., you will have attempted credits for the term, but have no earned credits). These courses do not count toward the SAP GPA.

#### Incompletes

If you end a semester with an incomplete grade, SAP status is reviewed once the incomplete is converted into a grade. If you are waiting to clear an incomplete grade(s) to update your SAP status and financial aid eligibility, your aid for the upcoming semester will be delayed until the incomplete is cleared.

#### Review

SAP is monitored after each academic semester/term when grades are posted for all students. It is important to note some scholarships and awards may carry a higher GPA requirement for retention. If you fail to meet the requirement, you are considered to be making unsatisfactory progress and will be placed on "Financial Aid Warning." While on Financial Aid Warning, you will be allowed to continue to receive aid for one semester. If you fail to meet the progress requirements by the end of the warning term, you will be placed on "Financial Aid Suspension." **Students academically suspended are automatically placed on Financial Aid Suspension and do not qualify for Financial Aid Warning.**

#### Notification

Written notice is provided to all students placed on "Warning" or "Suspension" status. Students on suspension status may appeal. See below. Appeals are reviewed by the College Standards Committee.

#### Appeals and Aid Reinstatement

Appeals will be considered for the following reasons:

1. *Aid has been terminated for failure to make satisfactory academic progress, and you feel extenuating circumstances should be considered.*

2. *You are unable to complete your degree in the equivalent of eight full-time regular semesters and feel your situation should receive consideration.*

Should you wish to appeal, you must do so in writing, addressing the appeal to the College Standards Committee and submitting it to Financial Aid.

The appeal must include the following:

- *Why you failed to make SAP; and*
- *What has changed that will allow you to make SAP at the next evaluation.*

The committee meets weekly during regular semesters to consider all appeals received prior to the meeting. The decision is sent in writing to your home address or campus post office box when classes are in session. You will be considered in good standing with regard to financial aid eligibility when you again meet the minimum SAP standards or your appeal is approved. If you fail to achieve SAP and successfully appeal, you will be placed on "Financial Aid Probation." The Committee may impose conditions for continued aid eligibility. At the end of a financial aid probationary period, you must be achieving SAP or successfully following an academic plan approved by Standards. If the Committee denies your appeal, aid may be reinstated if you enroll as a regular student at the University without benefit of financial aid and are meeting the minimum standards at the end of the next review period. If you are successful in meeting SAP at that time, it is your responsibility to notify Financial Aid. Withdrawal or leave of absence from the University, for any period of time, will not affect your SAP standing. If you apply for readmission while on aid suspension, you are required to submit a financial aid appeal to determine if aid eligibility can be restored. Your appeal should outline the activities you pursued during your leave and how those activities will prepare you to return and academically succeed at Sewanee. If you leave Sewanee on aid suspension the reinstatement application **MUST** include an appeal for aid reinstatement if financial aid is a factor in your return to campus. The Committee will consider aid reinstatement during the standard reinstatement process and notify you of its decision.

#### Transfer Students

If you transfer into Sewanee, or are returning to Sewanee after a leave of absence, only your Sewanee academic work is evaluated to determine the cumulative GPA for SAP. The semesters of aid eligibility remaining will be based on your grade level at the time of your initial Sewanee enrollment as a transfer student. For former students returning to Sewanee, transfer credit hours accepted will be added to prior Sewanee credits earned to determine the number of aid eligibility semesters remaining. Transfer credit does not factor into your Sewanee GPA and is not used to measure your required GPA. Transfer credit hours accepted at Sewanee are included in the SAP measure of required completion rate and maximum time frame.

#### Sewanee Scholars

Benedict and Vice-Chancellor Scholars must achieve and maintain a higher cumulative grade-point average to retain their Scholar status. Specifics regarding academic progress for Sewanee Scholars are available from the Office of the Associate Dean of the College.

#### Tennessee HOPE Scholarship Recipients

As set forth by the State of Tennessee, eligibility for the HOPE Scholarship programs are reviewed at the end of the semesters in which you have attempted a total of 24, 48, 72, 96, and 120 semester hours. You must have a minimum cumulative GPA of 2.75 after 24 and 48 attempted semester hours. After 72, 96, and 120 attempted semester hours, you must have a minimum cumulative GPA of 3.00, or a cumulative GPA of 2.75 and a semester GPA of 3.00. Additionally, you must be continuously enrolled in both the fall and spring semesters, and maintain general SAP. Provisional track students are monitored every semester.

**These policies are subject to change without notice in order to remain compliant with federal regulations.**