

# POLICY ON SATISFACTORY ACADEMIC PROGRESS AND PROGRAM COMPLETION FOR TITLE IV FUNDS (FEDERAL STUDENT AID)

Federal regulations require institutions to monitor each student's progress toward earning a degree within the maximum time frame permitted for the student's degree or course of study. *Failure to maintain Satisfactory Academic Progress (SAP) jeopardizes a student's eligibility to receive federal financial aid.*

**Academic Standard** All students must maintain the relevant quality standard for the degree program in which they are enrolled. Further information on the quality standard by program can be found in the relevant Degree Program chapter.

**Maximum Timeframe** The maximum allowable timeframe for receiving aid is equal to 150 percent of the length of the academic program. All required course work for the M.B.A. or EMBA programs must be completed within seven years of the date of matriculation. For M.A.M. and M.M.S. degree program students, all course work must be completed within six years. If the degree program has not been completed the relevant timeframe, the student will be dismissed from the program.

**Pace** Students must complete at least 67 percent of credit hours attempted each term to remain compliant with SAP policy. Credit hour progression will be based on a cumulative total of attempted hours to earned hours. If a student fails a course and remediates it, the first enrollment will be considered an incomplete attempt, and any future enrollment in the course will be considered a separate course attempt.

The registrar conducts a review of the academic progress of all M.B.A., M.A.M., and M.M.S. students at the end of each academic term. Students whose academic record is of concern are required to attend a mandatory meeting with the Academic Standards Committee. If, as a result of the committee process, a student is academically dismissed but subsequently successful in their appeal to continue the program, the Financial Aid Office will place the student on "financial-aid probation" until the end of the next year and may receive financial aid during that year. Students on financial-aid probation who fail to meet the benchmarks of their individual plans on time will not be eligible for financial aid for the subsequent academic term. Students who are ineligible for financial aid may reestablish eligibility in future terms by meeting SAP. Further information on appeals of academic dismissal can be found in the Rights and Responsibilities of Students chapter.