

Erwin Technical Center

SATISFACTORY ACADEMIC PROGRESS (SAP)

Students are considered to be making satisfactory academic progress if they: (1) successfully complete course hours (clock hours), (2) achieve a specific cumulative grade point average (GPA), and (3) do not exceed the maximum time limit to complete their course of study. Each student's academic progress is checked prior to each disbursement. No SAP is required prior to a first Title IV disbursement in a program.

- Students must maintain an overall GPA of 2.0.
- Students are allowed up to 150% of the scheduled clock hours to complete their program, but may only be provided financial aid for 100% of the program hours.
- Students must complete a minimum of 66.67% of the required number of competencies within the time frame, as defined by the individual's program guidelines for the evaluation period, in order to be on target for graduating within 150% of the program length of time.

Satisfactory and Unsatisfactory Academic Progress: If a student meets above guidelines, he/she is considered to be in compliance with Satisfactory Academic Progress policy. Not meeting these guidelines will place a student on Financial Aid Warning status.

Financial Aid Warning Status: A student will be placed on Financial Aid Warning status for the payment period following his/her first "Unsatisfactory" Academic Progress report. A student will receive a federal financial aid payment for the payment period immediately following the Unsatisfactory Academic Progress report, but he/she must meet the Satisfactory Academic Progress requirements, listed above, by the end of the next payment period, in order to receive the next or subsequent payments.

Forfeiture of Aid: A student will forfeit their financial aid on the date of their second consecutive "Unsatisfactory" Academic Progress report. (*Example: A student received the first payment for 450 hours. Prior to receiving the second disbursement, the student receives an "Unsatisfactory" SAP report. The student would receive the second disbursement, but he/she would be placed on "Financial Aid Warning" status. If the student receives a second "Unsatisfactory" SAP report, he/she would lose the next payment.*)

Reinstatement of Financial Aid Eligibility: A student must achieve a "Satisfactory" Academic Progress report, as defined above, for a payment period following the forfeiture of aid in order to have his/her eligibility for financial aid reinstated.

Proof of SAP: A Satisfactory Academic Progress report form will be used to gather information and document proof of compliance. Instructors, department heads, or other authorized individuals may sign the Satisfactory Academic Progress form. This document will include student's name, program, and confirmation of progress meeting above guidelines.