

Satisfactory Academic Progress (SAP) Policy

U.S. Department of Education (federal) regulations requires all students to maintain satisfactory academic progress in their course of study to receive Federal Title IV financial aid. Federal Title IV financial aid at Atlanta Metropolitan State College (AMSC) includes the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Work Study (FWS).

Any state administered financial aid programs (i.e. HOPE/ Scholarship, Zell Scholarship, Dual Enrollment Funds) follow the same requirements as federal aid.

Satisfactory Academic Progress (SAP) includes three standards: (1) **qualitative**, (2) **quantitative** and (3) **maximum time frame**. Students must meet these standards to continue receiving any and all financial aid at AMSC. It is the responsibility of the student to be aware of SAP standards and his or her respective status.

1. **Qualitative (GPA):**

All undergraduate students must maintain at least a 2.0 overall cumulative Grade Point Average (GPA) at the end of every semester. The cumulative grade point average will be used to determine academic standing for financial aid.

2. **Quantitative (Pace of Completion):**

Students must complete and pass (earn) 67% of all courses attempted. This percentage is calculated by dividing the cumulative number of hours the student has successfully completed by the number of hours the student has attempted. The calculation must not fall below 67% and will be checked at the end of each semester.

3. **Maximum Time Frame:**

Regulations allow a student to maintain financial aid eligibility for attempting credit hours that are within 150% of the credit hours (maximum time frame) required to receive a degree. Students cannot receive financial aid once they have reached 150% of the number of hours required to complete their first undergraduate degree program. For most undergraduate programs of study, this provides students up to 98 attempted semester hours to complete a 65 semester hour Associate degree program and up to 180 attempted semester hours to complete a 120 semester hour Bachelor's degree program.

Unsatisfactory Satisfactory Academic Progress

Monitoring Satisfactory Academic Progress

SAP is reviewed at the end of each semester of enrollment. If a student has not maintained a cumulative 2.0 GPA and/or has not completed at least 67% of the cumulative attempted hours at the time academic progress is checked, the student is considered not meeting SAP requirements.

Maximum Time Frame is monitored at the end of each semester of enrollment. When students reach the maximum credit hours, they are no longer eligible for financial aid.

NOTE: All hours attempted at the College and all hours accepted in transfer by the College are included and apply toward the Maximum Allowable Total Attempted Hours and completion rate.

Financial Aid Warning

Any student who does not meet SAP requirements will be placed on Financial Aid Warning. During the SAP warning period, the student may continue to receive financial aid for one term only. If, at the end of that term, the student has raised his/her cumulative GPA to at least a 2.0 and maintained a 67% cumulative completion rate, the student is considered to be back in good standing and again eligible for financial aid. If the student is still not meeting SAP requirements by the end of that term, the student's will be ineligible for all financial aid.

Financial Aid Suspension

Any student who fails to meet SAP requirements after a term on Financial Aid Warning, is placed on Financial Aid Suspension and is not eligible to receive financial aid without a successful appeal. The student must meet SAP requirements before aid eligibility can be re-established.

Reestablish Financial Aid

A student can regain financial aid eligibility by meeting the SAP standards. Neither paying for classes a semester nor sitting out for period(s) of enrollment, is sufficient, alone, to regain financial aid eligibility. A student is considered in good standing when their GPA is 2.0 and above, they are passing at least 67% of attempted classes and they are within 150% of program completion.

Appeals

Federal student aid regulations permit **(but do not require)** colleges to establish a SAP Appeals Policy. Beginning **Fall 2018**, Atlanta Metropolitan State College will no longer accept Satisfactory Academic Progress Appeals. Student will not regain financial aid until they are in good standing. A student is considered in good standing when their GPA is 2.0 and above, they are passing at least 67% of attempted classes and they are within 150% of program completion.

Note: Current students on a previous approved appeal will remain eligible unless they violate their appeal by receiving a failing grade, incomplete grade or a withdrawal.

Transfer Credit

Transfer credit accepted by the College is included in the completion rate when determining eligibility for financial aid. If no credits transferred in, then SAP will be evaluated solely on work at AMSC. Transfer credits must also be included when determining progress toward the maximum time frame allowed.

Incomplete (I) Courses

Any course with 'I' is counted in hours attempted (quantitative). When a grade of 'I' is changed to an actual grade, the course will be considered completed (qualitative).

Withdrawals

Any course with a grade of 'W', 'WF' and FA is considered as hours attempted. Students should be aware that excessive withdrawals from classes could result in the loss of financial aid at some point in future semesters due to the 67% quantitative standard for SAP.

Repeating Courses

Repeated courses are included in the qualitative and quantitative calculation.