

# FINANCIAL INFORMATION

## SAP

### Satisfactory Academic Progress (SAP)

Federal regulations require that a student must maintain Satisfactory Academic Progress (SAP) to be eligible to receive Federal Student Aid (FSA). Students are evaluated for SAP at the end of each term.

SAP status is based on the student's current degree program and all credit hours recorded on the academic record, including incompletes, in-progress, withdrawals, and repetitions. The Financial Aid office is required under federal regulation to count all attempted credit hours in the SAP calculation for completion rate and maximum time frame.

SAP is calculated at the end of each term, after grades have been recorded by the Registrar. Students who do not meet SAP requirements are notified by letter or electronic communication through their student portal, which includes the steps required to submit a SAP appeal. Due to the limited time frame between the end of one term and start of another, students may not be notified of their SAP status by Student Financial Services (SFS) prior to the start of the next term and may be ineligible for federal financial aid.

- **Qualitative measure:** Graduate students must complete all coursework with a grade of Proficient (equivalent to a B) or higher to fulfill their degree requirements.
- **Quantitative Measure:** Graduate students must achieve grades of Proficient (equivalent to a B) or higher in a minimum of six credit equivalencies per term.
- **Maximum Timeframe:** Graduate students must fulfill their degree requirements within 150% of the published length of their academic program as defined by attempted credit equivalencies. For example, if a program requires successful completion of 30 credit equivalencies, students are allowed to attempt a maximum of 45 credit equivalencies.

### Financial Aid Warning

If a graduate student fails to successfully complete the minimum required six credit equivalencies in one term, they will be placed on Financial Aid Warning. The financial aid office will notify the student of their status. Students will receive aid while on Financial Aid Warning.

### Financial Aid Suspension

If a student fails to successfully complete the minimum required six credit equivalencies in two consecutive terms, they will be placed on Financial Aid Suspension. During this time, the student is not eligible for financial aid. The Student Financial Services (SFS) will notify the student of their status and inform them of the appeal process.

### Financial Aid Probation

Students will be on Financial Aid Probation during the term they enroll in after we approve their appeal. That status will last one term, after which they'll either be back in good standing (either because they meet the basic requirements or they are following their academic plan) or remain on Financial Aid Suspension. Upon approval, the student's aid will be disbursed for the current term. If their appeal is denied the student will

remain on Financial Aid Suspension. Disbursements for subsequent terms will not occur until SAP status has been further reviewed.

### Appeal Process

Once a student is on Financial Aid Suspension, the student may submit a SAP appeal along with an academic plan for consideration of further aid within 30 days of receiving notification of financial aid ineligibility. The SAP appeal must provide an explanation of why they failed to meet SAP and what has changed in their situation that will allow them to achieve SAP at the next evaluation. Acceptable reasons to appeal usually include extenuating circumstances that prevented successful completion of the minimum standards and how the situation has been resolved. Such circumstances should be exceptional, non-recurring in nature, and have supporting documentation. The academic plan that is submitted with the appeal should be created by the student and the faculty coach. The appeal and academic plan will be reviewed by a Satisfactory Academic Progress Appeals Committee.

### Regaining Eligibility

Students can initially lose eligibility because of grades or pace. They can regain eligibility by improving one or both standards as needed during the next term to meet the minimums as needed, or by meeting the conditions of a successful appeal that required a multi-term academic plan.

Students may regain financial aid eligibility when they meet the qualitative and quantitative requirements within the maximum time frame. It is possible for students to be placed on a warning status multiple times in their academic career.

### Consequences for Non-Compliance

Students who do not meet the conditions of the restored financial aid eligibility, including the completion rate requirement within the agreed-upon timeframe, may face further loss of financial aid eligibility.

### Repeated Courses

If a student repeats a failed or previously passed course, the units will still count toward the completion rate and maximum time frame. Students who pass a course and choose to repeat for a higher grade may receive financial aid only once for that repeated course. Students may receive financial aid for a failed course that they repeat until they pass (as long as they meet all of the other SAP requirements).

### Incompletes

Grades of "IN" and "IP" are treated as attempted but not completed credit equivalencies for the purpose of the SAP calculation until an official grade for that credit equivalency is posted.

### Transfer Courses

No credit is granted for prior work for Ascend programs.

### Veteran's Benefits

LAPU has chosen to align its SAP policy for Veteran's Benefits with its SAP Policy for Title IV financial aid.