

Title: SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

Policy: To comply with current federal regulations the Oregon State University (OSU), Office of Financial Aid (OFA) will monitor the progress of students toward degree completion requirements. Students who fail to complete their degree requirements within the prescribed length of time and/or fail to maintain the required cumulative grade point average or PACE towards completion of their degree will not be eligible for federal, state financial aid or university grant funds.

Federal

Citation: 34 CFR 668.16(e)
34 CFR 668.34

Scope: This statement is applicable to students receiving any form of federal, state or institutional grant assistance. Certain aspects of this policy apply during periods of enrollment in which the student does not receive aid.

1. Qualitative Component (GPA):

Student cumulative OSU GPA requirements are 2.0 for undergraduate programs, 2.25 for DVM, 2.5 for PharmD, and 3.0 for all other graduate programs. Transfer credits (including credits earned at partner schools as part of the Degree Partnership Program) are not considered in the qualitative measure for GPA. Students who do not have the required cumulative OSU GPA at the end of a warning period will become ineligible to receive aid in the next period.

2. Quantitative Component (Pace):

Students are required to complete degree requirements in no more than 1½ times the average program length as measured in credit hours. To monitor student progress (pace) toward completion within the maximum time frame allowed, students are required to complete 67% of attempted credit hours. Courses repeated for grade improvement (with previously earned credit) count only as credit hours attempted and therefore reduce the Pace completion percentage. Remedial course work counts (non-college level classes, like MTH 95) as attempted credits, but not as earned credits. Students who fail to meet pace at the end of their warning period become ineligible to receive aid.

3. Maximum Time Frame (150% of Program Length):

In addition to items 1 and 2 above, OSU is also required to establish the maximum number of credits a student may receive aid based upon the published length of any individual program. This is referred to as the maximum timeframe (MTF) review and is done each term. Students may not exceed 150% of the published length of their program. This policy applies to both undergraduate and graduate students, including post baccalaureate and certificate programs. Undergraduate students are limited to one undergraduate degree for the standard 270 credit hours. Doctoral students are expected to complete the requirements for their degree in a reasonable length of time, as monitored by Graduate School policy. All credits earned, regardless of where those credits were earned OR aid status/receipt for that term, are to be taken into consideration when reviewing this component.

Transfer Students: The number of transfer hours accepted at the point of admission (or added at a later date) will be used to calculate the students remaining eligibility under the 150% calculation and will be included in the quantitative calculation of pace (number attempted credits/number completed credits).

Graduate and Professional: Graduate students are required to maintain a 3.0 GPA in all graduate level course work, including graduate certificate programs. The major department/program and/or the Graduate School, determines if a graduate student is making satisfactory progress toward an academic degree and will place them on study plans or dismissal if requirements are not met. Pharmacy students are required to maintain a 2.5 GPA and are monitored by the Academic and Professional Standards Committee (APSC) within the college. Any graduate or professional student on dismissal status by their major department/program or the Graduate School will become ineligible for aid under this policy. Total credit hours earned for aid eligibility will be monitored in the same manner as is done for undergraduate students.

SAP Ineligible Status: Any student who fails to achieve the required cumulative grade point average and/or to complete 67% of attempted credit hours after a warning status will receive a notice of aid ineligibility. Students that become ineligible may appeal by submitting the Satisfactory Academic Progress Appeal along with the appropriate documentation by the published deadline (week 7 except as noted on appeal form for summer term).

Students who can demonstrate an unusual circumstance and provide sufficient documentation and as appropriate provide an academic plan approved by academic advising may continue to receive financial assistance under probationary status or an academic plan status. For students who did not have an issue of personal injury/illness, family injury/illness/death, or some other type of “one time only” situation, or who failed to follow their academic plan will lose aid eligibility at the end of the payment period in which they failed to meet said requirements will lose eligibility. Students who failed to complete any credits in two terms within four terms will lose eligibility regardless of their standing under GPA, Pace, or MTF. In addition, any student who has been placed on *academic suspension* by the university will be placed on financial aid suspension as well.

Reinstatement of aid eligibility: An Undergraduate student must do the following to regain eligibility if no appeal is submitted or if the appeal was denied:

- (a) Enroll without the benefit of financial aid assistance AND
- (b) Achieve a 2.0 OSU cumulative GPA AND
- (c) Be at the 67% for pace AND

- (d) Be eligible to complete degree within the Maximum Time Frame (MTF).

Students readmitted after academic suspension (undergraduate) are required to submit a SAP appeal separate from their appeal for reinstatement to the university.

Graduate students must meet with their major department (advising professor or department chair) and provide a supporting letter indicating that they are in good academic standing for degree completion and specifying the expected term of graduation.

Right of Appeal: A student may appeal their aid suspension by completing the SAP appeal form. The student will be notified of the decision in writing by the financial aid advisor.

Final Appeal: In any case where aid was denied based on appeal, the Director of Financial Aid (or his designee) will be the final point of appeal.

Loss of Aid Eligibility following a Successful Appeal: Any student who fails to achieve a minimum term GPA of 2.0, and/or complete 100% of attempted hours while on Exception Status (approved appeal) will become ineligible for all financial aid programs. OFA will not disburse aid to any student who fails to comply with any special arrangements made as the result of an appeal or academic advisor approved plan. In addition, students who have completed all coursework required for a degree, but have not completed an application for graduation, are not eligible to receive aid as an undergraduate first bachelor's degree student.

Impact of Grades on SAP eligibility:

Acceptable grades for determining completion rate are: A, B, C, D and P. Grades of E or F are considered a completed class for determining pace and is calculated as 0.00 in the OSU GPA and 0 credits earned. Grades of I, N, NP, U, and W are not passing and not used when calculating completion rate. Students who are not meeting the 67% completion rate due to grades of E, F, N, NP or U will be placed on suspension status. If the student receives a grade of F, N, NP, or U while on an exception status, aid eligibility will be terminated. Students enrolled in the DPP program will only have their OSU GPA reviewed for SAP status. DPP students can only have one term of only P/N grades with no OSU GPA to be considered in good SAP for aid eligibility.

Impact of Repeated or Not For Credit Classes on SAP Eligibility:

Repeats due to Non-Passing Grade:

A student may repeat coursework in which he or she previously received a failing grade (F, U, N, NP and I/Alternate grade is failing) and receive financial aid. There is no limit on repeated coursework taken to remedy a failing grade. Repeated coursework will impact maximum time frame and pace. Calculating into attempted credits each time a course is repeated.

Repeats taken to Improve a Passing Grade:

A student may receive financial aid for repeating previously passed coursework one time only. Repeated courses are calculated in the SAP GPA in accordance with OSU's grading policy on repeat coursework negatively impacting pace and calculating against the MTF.

Second Repeat Rule:

The second grade in any repeat of course taken for replacement of non-passing grade or for grade improvement, becomes the official grade for cumulative OSU GPA calculation.

Impact of ALL Failing Grades on SAP Eligibility: (As a function of R2T4 regulation) Term end reports are run after grades are posted to identify any student who received all failing grades for that specific enrollment period.

- Any student documenting full attendance and "earned" failing grades will be subject to normal SAP review and placed back into aid eligibility until the next SAP review period.

- Students who document unofficial withdrawal during the period of enrollment will be subject to the R2T4 calculation based upon last date of documented attendance and will be subject to normal SAP review and placed back into aid eligibility if applicable until the next SAP review period.