

Grinnell Satisfactory Academic Progress (SAP) Policy

Effective January 1, 2016

Federal regulations require Grinnell College to monitor the academic progress of students receiving Federal Student Aid. This policy applies to eligibility for Federal Student Aid, financial aid from the State of Iowa, and other non-Grinnell entities that may require recipients to maintain Satisfactory Academic Progress. This policy does not apply to financial aid from Grinnell. Review the section on Satisfactory Academic Progress for Grinnell Financial Aid for the policy regarding eligibility for Grinnell financial aid.

The standards for maintaining Satisfactory Academic Progress (SAP) are based on federal regulations and may differ from standards developed by the Office of the Registrar and the faculty. Satisfactory Academic Progress requirements only relate to financial aid eligibility. Students are also expected to make Normal Scholarly Progress and meet the College's Standards of Academic Performance as detailed in the Student Handbook.

Evaluation Period

The Office of Student Financial Aid will evaluate Satisfactory Academic Progress at the end of each semester.

Satisfactory Academic Progress standards are cumulative and include all periods of enrollment, whether or not the student received financial aid. Students must make quantitative as well as qualitative progress toward degree completion as defined by the following:

Qualitative (Grade Point Average)

All students are required to meet the minimum cumulative grade point average (GPA) shown on the chart below.

Quantitative (Pace)

Students must earn at least 67% of credits attempted, not attempting more than 186 credits to graduate.

Withdrawals and Incompletes

All courses, regardless of whether they are successfully completed, count in calculating a student's academic progress, including any courses for which the student did not receive financial aid. This includes courses for which the student was officially enrolled in after the last day to drop courses and where the student receives an incomplete or a withdrawal.

Repeated Coursework

If a student repeats a course, both the original course and the repeated course will count as attempted credits. However only the credits and GPA from the repeated course will count toward the quantitative and qualitative requirements for the purpose of determining Satisfactory Academic Progress (SAP).

Transfer Credits

Courses that the Registrar allows a student to transfer to Grinnell will be counted in determining progress toward graduation and the quantitative requirements at Grinnell. They **are not** included in the calculation of GPA for the purposes of determining Satisfactory Academic Progress. Transfer students will be evaluated for SAP based upon their class year designation at the time of enrollment.

Additional Requirements for Financial Aid

Students must earn 67% of all credits attempted. (An earned credit has a grade of A, A-, B+, B, B-, C+, C, D, or S.) Audits, withdrawals, incompletes, repeated courses, and transfer credits are included in attempted credit totals, though they are not calculated into the grade point average for the purpose of determining Satisfactory Academic Progress. A grade of failing (F) is also included in attempted credit totals and is calculated into the grade point average.

Additionally, all Grinnell students are expected to finish their degree within an acceptable period of time. The maximum time frame for federal financial aid recipients is 150% of the published program requirements. If at any time it can be determined that the student is unable to complete the program within the maximum time frame, the student will be disqualified from receiving federal and state aid at that time. The Office of Student Financial Aid will notify the student prior to the student reaching the maximum time frame.

For degree-seeking students, Satisfactory Academic Progress will be measured as follows:

At the conclusion of full-time semester number	Minimum Cumulative GPA Requirement	Minimum Number of Credits Completed (as a percentage of attempted)
1	1.7	67%
2	1.8	67%
3	1.9	67%
4 & Greater	2.0	67%

Failure to Meet Standards

Financial Aid Warning

If at the end of the evaluation period a student has not met either the qualitative standard (GPA) or quantitative standard (pace), the student will be placed on Financial Aid Warning for one evaluation period. Students on Financial Aid Warning are eligible to receive federal financial aid.

If at the end of the Warning period a student who has been on Warning has met both the qualitative standard (GPA) and the quantitative standard (pace), the Warning status is ended and the student is returned to good standing. If at the end of a semester on warning, the student is still not meeting SAP requirements, the student will be placed on Financial Aid Suspension.

Students who are re-admitted to Grinnell and who are placed in *strict academic probation, academic probation, or warning status by the academic standing committee* will be placed on Financial Aid Warning status.

Financial Aid Suspension

If at the end of the Warning period a student who has been on Warning status HAS NOT met both the qualitative standard (GPA) and the quantitative standard (pace), the student will be placed on Financial Aid Suspension. Students on Financial Aid Suspension status are not eligible to receive financial aid from Federal Student Aid programs, the State of Iowa, or other non-Grinnell entities that require recipients to maintain Satisfactory Academic Progress until satisfactory academic progress, as defined above, has been achieved.

A student who fails to make Satisfactory Academic Progress and is placed on Financial Aid Suspension has the right to appeal.

Appeals and Probationary Status

A student that is unable to achieve Satisfactory Academic Progress and as a result is placed on a Financial Aid Suspension has the right to appeal based on special, unusual, or extenuating circumstances causing undue hardship. Appeals must be submitted by the student in writing (letter or email) to Grinnell College's Office of Student Financial Aid. The appeal must include:

- A statement from the student explaining the nature of the extenuating circumstances that contributed to the Satisfactory Academic Progress deficiency and an explanation of how those barriers/circumstances have been removed.
- An Academic Improvement Plan approved by a member of Grinnell's Academic Advising Staff that, if followed, ensures the student will meet Satisfactory Academic Progress requirements.
- Supporting third party documentation is encouraged.

Appeals will be considered by the Financial Aid Appeals Committee. If the appeal is approved, the student will be placed on Financial Aid Probation and may continue to receive aid from Federal Student Aid programs, the State of Iowa, or other non-Grinnell entities that require recipients to maintain SAP. The academic progress of students placed on Financial Aid Probation will be monitored after each term.

Financial Aid Probation

A student who has successfully appealed a Financial Aid Suspension shall be placed on Financial Aid Probation. Students on Financial Aid Probation must meet a minimum term GPA of 2.0 during the probation term and complete 100% of all registered courses. If at the end of the next evaluation period, a student on probation status:

- Has met the grade point and completion standards, the student shall be returned to good standing.
- Has not met the grade point and/or completion standards but has met the conditions specified in the student's academic plan, the student will retain his/her financial aid eligibility and continue on Financial Aid Probation.
- Has not met the grade point and completion standards and has also not met the terms and conditions specified in his/her academic plan, the student shall be re-suspended immediately upon completion of the evaluation.

Notification of Status and Appeal Results

Status Notification

Students are notified in writing (letter or email) when evaluation of Satisfactory Academic Progress results in Suspension, Warning or Probation. The Suspension notifications will include the conditions of the current status and the requirements necessary to regain eligibility for financial aid. In addition, the notice of Suspension includes the right to and process necessary to appeal the suspension.

Appeal Result Notification

Students are notified in writing (letter or email) the results of all appeals. Approved appeals, resulting in Probation, include the conditions under which the appeal is approved and any requirements necessary to maintain eligibility for financial aid. Denied appeals include the reason for denial, the process to appeal the denial, and the conditions required to achieve Satisfactory Academic Progress and reinstatement of financial aid eligibility.

Reinstatement of Financial Aid

A student who has been suspended from financial aid eligibility may be reinstated after the minimum cumulative GPA and completion standard have been achieved or an appeal has been approved resulting in Financial Aid Probation.

Satisfactory Academic Progress for Grinnell Financial Aid

Any degree-seeking student is eligible to apply for Grinnell financial aid. Eligibility for Grinnell financial aid is limited to eight semesters.

Grinnell financial aid eligibility will be prorated for students who are admitted as transfer students. For example, a student who transfers to Grinnell as a first-semester sophomore is eligible to apply for six semesters of Grinnell financial aid. Only credits accepted by Grinnell's Office of the Registrar for credit toward a Grinnell degree are used to determine the student's class standing at the time of transfer.

Students who need Grinnell financial aid beyond their eighth semester of attendance must request an exception to this policy in writing. Requests should be submitted to the Office of Student Financial Aid no later than the end of the eighth semester of enrollment. Exceptions to the eight semester limit will be made rarely, and only in situations where circumstances beyond the student's control prevented degree completion in eight semesters.