Satisfactory Academic Progress

Point University's Satisfactory Academic Progress (SAP) standard is used to determine if an enrolled student is making satisfactory academic progress in his or her educational program, regardless of if he or she is receiving Title IV aid and a variety of other purposes. The SAP policy provides a consistent application of standards to all students, supporting and requiring both the quality of academic work and the completion of a student's program within the maximum time frame.

Point University's SAP Policy provides that a student's academic performance will be evaluated at the end of each semester. The SAP Policy will measure both **Qualitative and Quantitative**.

Qualitative Standard

Qualitative – Cumulative GPA a student must achieve at each evaluation (see chart below)

The Qualitative standard is standard based on cumulative GPA. A student must meet the following grade point average (GPA) at each evaluation:

UNDERGRADUATE

Total Hours Earned	Minimum Cumulative Grade Point Average
0 – 16	2.0
17 – 32	2.0
33 – 48	2.0
49 - 63	2.0
64 – 128	2.0

GRADUATE

0-30	3.0
30-60	3.0

A student with a cumulative GPA below the stated minimum cumulative GPA will be put on Financial Aid Warning for the next semester and must meet the cumulative GPA standard at the end of the Financial Aid Warning payment period.

Quantitative Standard

Quantitative –Students must successfully complete a minimum of **66.7 percent (rounded from 2/3)** of all attempted credits each academic year. Please note that repeat and incomplete courses ARE counted toward the quantitative measure.

Quantitative Formula=   Successfully completed credits
Attempted credits

There are two components to the Quantitative Standard:

1. Maximum Time Frame allowed for program.
2. Cumulative Completion Percentage. (PACE)

 Both standards will be checked at the end of each payment period.

Maximum Time Frame – Students must complete their degree requirements within 150 percent of the published length of their program (number of credits needed to complete degree requirements). For example, a program requiring 120 credits to graduate will be limited to 180 credits of financial aid eligibility.

120 X 150% = 180 hours (Maximum Time Frame)

All coursework is counted including, but not limited to, repeat and incomplete coursework, transfer credits, and coursework completed for a prior degree or major for which a degree was not conferred.

Cumulative Completion Percentage. (PACE) - Students must successfully complete a minimum of **66.7 percent** of all courses attempted within their academic degree level (undergraduate, graduate, first professional, etc.). Students who do not meet pace are not eligible to receive financial aid. Pace is calculated at the end of every semester to determine if the student is making the necessary progression to complete the degree program within the maximum timeframe.

$$\textbf{Pace Formula=} \quad \frac{\textbf{Cumulative successfully completed credits}}{\textbf{Cumulative attempted credits}}$$

Important: All credits are part of the calculation, including, but not limited to, repeat and incomplete coursework, transfer credits, and coursework completed for a prior degree or major for which a degree was not conferred. The only time a student may start over is after a degree is conferred.

Please note: Students interested in receiving state aid (such Hope Scholarship and Zell Miller Scholarship) must also meet state SAP standards established for each aid program.

Explanation of Terms:

Transfer Credit

Point University will count transfer credits, CLEP, DSST, and Advanced Placement hours accepted toward a student's educational program as both attempted and successfully completed hours.

Attempted Credit

All credits are part of the calculation, including, but not limited to, repeat and incomplete coursework, transfer credits, and coursework completed for a prior degree, certificate or major for which a degree or certificate was not conferred, regardless of receiving financial aid.

Incomplete and Withdrawals

Courses with incomplete and withdrawal grades (W, WP, WF) at the time of the SAP review count as attempted but are not counted as successfully completed hours. An incomplete grade that is converted later will be considered during the next semester SAP review.

Repeat Courses

Courses that are repeated will count in attempted hours. Repeated courses that are excluded from the academic record will not count as successfully completed hours or in the GPA calculation.

Dropped Courses

Courses that are dropped with a non-attendance code are not counted in attempted hours, except when a student has retained a refund of loan proceeds made prior to the start of classes. All other dropped courses will count in attempted hours. Dropped courses do not count in successfully completed hours.

SAP Determination

The Office of Student Financial Aid (OSFA) evaluates SAP for all students at the end of each payment period to determine financial aid eligibility for the next semester. In addition, student academic progress is Students who have failed to meet federal SAP requirements are ineligible to receive any federal or state financial aid for the upcoming semester.

Evaluation Time-Frame

Two-semester programs	December and May	End of each Semester
Three-semester programs (Online and Summer attending students)	December, May, and August	End of each Semester

SAP Notification

Students who are not making SAP at the end of any term will receive an email to their Point email address to alert them of their SAP status.

FA Warning – First status a student receives, after failing to reach the criteria of a 2.0 and/or a 67% completion rate. Also, this status is given if a student makes an "F" in any course during the term. Students can receive aid for one term while on FA Warning.

FA Probation – Second status a student receives, after failing to meet the FA SAP standards while on FA Warning. The student loses all FA awards while on this status. This status can be appealed.

FA Appeal – This status is awarded through a successful completion and approval of an FA Appeal (see below). This status allows the student one term to satisfy the SAP standards. This status is only good for one term. If a student fails to meet the standards, the student will automatically be placed on FA Probation for one year.

FA Academic Plan – This plan requires a student to meet several criteria to keep this status. These are outlined in the SAP Academic Plan contract (see below). The student can continue to receive Federal Aid while on the Academic Plan.

SAP Appeal

A student with extenuating circumstances may appeal the denial of student financial aid by submitting a SAP Appeal Form within 15 days from the day the failure notice was sent. The appeal must be made in writing, addressed to the Satisfactory Academic Progress Committee in care of the Office of Student Financial Aid, and include the following documentation:

- Completed Satisfactory Academic Progress (SAP) Appeal Form
- A letter written and signed by the student describing why the student has failed SAP and what has changed that will allow the student to successfully meet SAP in the future
- Additional supporting documents; each appeal must have 2 forms of supporting documentation.

A student's appeal may be approved on a probationary basis for one semester, if it is feasible for the student to meet all SAP requirements within one semester. If not, an academic plan must also be included with the appeal. Late appeals will not be accepted. Generally, the Office of Student Financial Aid will only approve one appeal per academic degree.

SAP Academic Plan

If a student is unable to feasibly meet all SAP requirements within one semester, an academic plan must be developed with the student's academic advisor. The academic plan will outline grade and credit requirements that will allow the student to successfully meet SAP. If necessary, the academic plan may extend beyond the current academic year. If SAP failure was based on the quantitative measure only, it is not necessary to establish an academic plan. If SAP failure was based on the maximum timeframe measure, the student must complete all credits required for degree completion by the end of the last semester of the academic plan.

Under an academic plan, a student's progress will be monitored at the end of each semester in order to ensure that the student is progressing according to the requirements of the plan. As long as the student is progressing accordingly, the student will remain eligible for financial aid. If the student is not meeting the

requirements of the plan, the student will not be eligible to receive financial aid until all components of SAP have been met.

Requirements by Degree Level

Undergraduate Students:

- **Qualitative Measure:** Min. GPA 2.00
- **Quantitative Measure:** at least 66.7 percent of all credits attempted annually at Point University
- **Maximum Timeframe:** financial aid limited to 150 percent of the published length of your program
- **Pace:** successful completion of at least 66.7 percent of all attempted credits

Graduate Students:

- **Qualitative Measure** Min. GPA 3.00.
- **Quantitative Measure:** successful completion of at least 66.7 percent of all credits attempted annually at Point University
- **Maximum Timeframe:** financial aid limited to 150 percent of the published length of your program
- **Pace:** successful completion of at least 66.7 percent of all attempted credits