

## Satisfactory Academic Progress Policy for Financial Aid Recipients

### Purpose

Federal and state regulations require that students receiving financial aid maintain Satisfactory Academic Progress (SAP). GTCC applies these standards to all federal and state financial aid funds to maintain a consistent procedure for all students receiving assistance.

### Procedure Statement

To be eligible for financial aid, you must meet the following minimum guidelines:

- 1. GPA Requirement (Qualitative Standard)** - Must not be suspended according to the College's academic suspension procedure. In addition, a student must maintain a cumulative Grade Point Average (GPA) of 2.0.
- 2.**

**4. Developmental (Non-Credit) Coursework** – Developmental Education courses (designated by course numbers below 100, ex., MAT-043) beyond the first 30 credit hours attempted are included in the calculation of satisfactory academic progress. However, there is a limit on the amount of non-credit remedial coursework that can be included in your enrollment status. Developmental credit hours attempted in excess of 30 total semester credit hours cannot be counted towards enrollment status.

**5. Summer Session** - Credit hours attempted and earned during a summer session will be included in the calculation of Satisfactory Academic Progress, just as for any other term of study.

**6. Transfer Credit** – Transfer credit hours and grades accepted from other institutions are included in the calculation of SAP. Credits taken at other institutions under a consortium agreement will be considered as transfer credits.

**7. Test-Based Credit** – Grades for these credits count in the student's GPA.

**8. Forgiveness of Grades** – There is no provision in the federal regulations for the concept of forgiveness of grades. Therefore, GTCC must always include all courses when evaluating satisfactory academic progress.

**9. Incomplete Emergency and Withdraw Emergency (COVID-19)** – In response to the national emergency due to the COVID-19 pandemic, GTCC has added two new grades to the curriculum grading schemes, the Incomplete Emergency (IE) and Withdraw Emergency (WE) grades, which are only applied to students in response to COVID-19. IE and WE grades are not included in the quantitative component of the Satisfactory Academic Progress calculation. If a student receives a final grade (not a grade of IE, I, or X) for a class, the new grade and number of credits attempted will be used to determine if the student is making SAP.

**10. Aviation Grade of X** – A grade of X is given in Aviation courses in which a student has not yet completed the course up to FAA standards. For Satisfactory Academic Progress evaluations, this grade will be treated like an F grade, not a grade of Incomplete.

### **Warning Status and Unsatisfactory Academic Progress**

To determine your academic progress status and eligibility for financial aid, your academic record will be evaluated at the end of each term. Following the first term of failure to maintain cumulative satisfactory academic progress, you will be granted one term to regain satisfactory academic progress. This term is known as your "Warning" term. During your Warning term, you may continue to receive financial aid provided you are otherwise eligible. If you can regain satisfactory academic progress with the courses completed successfully during your Warning term, the Warning status is lifted. If you have not regained satisfactory academic progress, you are placed in "unsatisfactory academic status" (USAP) and you are no longer eligible for financial aid at GTCC until your cumulative progress is again satisfactory. You can only regain satisfactory academic progress by earning or transferring in enough credit hours and grades to bring up your cumulative average. Paying for a semester or sitting out a semester does NOT permit

If you become ineligible for financial aid due to a failure to meet the minimum guidelines for satisfactory academic progress or because you have reached your maximum time frame to earn a degree, you may appeal your status to the Financial Aid Office. Appeals will be considered for various circumstances.

Examples of circumstances that were outside of your control:

1. Extended student/family illness or injury
2. Death of a relative

Examples of circumstances that were under your control:

1. Return to school after an extended leave
2. Change of degree program

All appeals must be made in writing to document the unusual circumstance AND to explain and document that these situations are resolved. In the case of circumstances that were under your control, you must document what has changed in your situation that (t)-a (t)-a (t)(e)-6 740.6 ah,(m)-6.3 ( )10.6 (e)-6 (n)-0.8a)-3.2b

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