

maximum of 180 credit hour limit to complete their second bachelor's degree. This effective with the 2003-04 academic year.

Graduate financial aid applicants enrolled in a Master's degree program have a maximum of 54 credit hours attempted to complete their degree requirements.

Eligible Learning Support students may receive aid for one academic year's worth of credit hours (30 hours). Students who do not complete the requirements for the Learning Support program after a maximum of two semesters will be suspended from the financial aid program. Since students receive SFA funds while enrolled in Learning Support courses, all courses in learning support count when measuring a student's SAP.

## Appeal of Financial Aid Suspension

A student wishing to appeal financial aid suspension must do so in writing with supportive documentation when possible. The type written appeal must be attached to the Appeal for Reinstatement Form that is available online or in the Office of Financial Aid (OFA) and must be submitted by **July 1st for Fall, December 1st for Spring, and April 1st for Summer. Failure to adhere to this time line will result in the student losing the right to appeal their suspension.**

### *(Reinstatement Policies and Procedures)*

The SAP pamphlet is mailed each year with the initial award letter. A student is expected to know the policy. The OFA attempts to notify students when they are suspended from the financial aid programs, however, sometimes students do not receive notification due to circumstances beyond the control of the OFA. If a student is not notified of the suspension, that in itself does not excuse a student from the financial aid suspension nor does it exempt a student from appealing in a timely manner.

An Appeals Committee or quorum representation will meet to review appeals and will make its recommendation concerning the appeal. In the event it is not feasible to obtain a quorum to review appeals, the Director of Financial Aid will act on the appeals. The OFA will notify students of the committee's decision. The committee's decision is final; however, denied appeals may be referred to the Vice President of Fiscal Affairs for additional consideration.

### Questions?

If you have any questions about financial aid and the SAP Policy, please feel free to call us.

#### Office of Financial Aid

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*Office of Financial Aid*

# *Satisfactory Academic Progress Policy*



# Satisfactory Academic Progress

Savannah State University is required by the U.S. Department of Education to establish minimum standards of satisfactory academic progress (SAP) to include quantitative (time frame) and qualitative (GPA) measurements. **Satisfactory Academic Progress (SAP)** means a student is proceeding in a positive manner toward fulfilling their degree requirements.

**The Office of Financial Aid will measure students' SAP at the end of Spring semester and the new status is effective with the following term.** The following policy is effective for semesters beginning on or after Summer Session 1999. An academic year consists of a Fall/Spring combination—i.e., Fall Semester 2000 and Spring Semester 2001. Students that do not meet the minimum standards of SAP are ineligible for financial aid.



## Requirements Part-time and Full-time Undergraduate and Graduate Students

1. Must successfully complete at least the minimum percentage of attempted hours according to the scale below. Hours attempted include courses with a grade of "W", "F" and all accepted transfer hours.
2. Must maintain the minimum cumulative grade point average according to the scale below.

Attempted Hours	% Earned Hours	Minimum Cumulative GPA
1—30	10%	1.50
31—59	30%	1.75
60—90	50%	2.00
91—180	70%	2.00
Graduate 1-54	70%	3.00

## Financial Aid Suspension

Failure to meet or exceed the SAP standards will result in suspension from financial aid eligibility until such time as the student fulfills the requirement listed in items 1 and 2. In addition, any student who withdraws from the university during a semester that he/she receives financial aid or does not make SAP will be placed on financial aid suspension. While a student is on financial aid suspension he/she is not eligible to receive any financial aid award including student loans.

## Time Frame

Undergraduate financial aid applicants (including transfer students) enrolled in a four-year degree program have a maximum of 180 credit hours attempted of undergraduate work to complete their bachelor's degree requirement.

Students pursuing a second bachelor's degree will have an extension of 66 credit hours attempted beyond the