

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY FOR RECEIPT OF FEDERAL FINANCIAL AID

Federal Regulations require students who receive Federal Financial Aid which includes Federal Pell Grant, Federal SEOG, Federal Direct Student and PLUS Loans and Perkins Loans, to make Satisfactory Academic Progress (SAP) towards the student's degree in their declared program.

The standards are cumulative and have two components, Qualitative and Quantitative. Webber uses grades earned and quality points as the measurable standard for academic work.

Financial Aid Qualitative Standard

Webber uses a graduated standard for undergraduate students to remain in academic good standing.

- ≥ 1.59 for students having attempted up to 12 credit hours
 - ≥ 1.85 for those students having attempted 13-24 credit hours
 - ≥ 1.93 for those students having attempted 25-36 credit hours
 - ≥ 1.97 for those students having attempted 37-48 credit hours
 - ≥ 2.00 for those students having attempted 49-60 credit hours
- In the 60th attempted credit hour a student must have a cumulative G.P.A. consistent with the minimum graduation requirement.

Financial Aid Quantitative Standard

Undergrads may receive aid for a maximum of 150% of the 4-year bachelor degree program requirements or 180 attempted hours. The 4-year degree program is 120 credit hours, which is equivalent to $120 \times 150\% = 180$ attempted hours. For a full time student, it is equivalent to 6 years of enrollment. It is cumulative and includes periods without Title IV aid assistance. The years of enrollment are adjusted proportionately for periods of attendance at less than full time.

For the MBA program, 150% of the degree program is 54 attempted hours for Title IV eligibility to meet the SAP Policy. A full time MBA student who enrolls consistently in 6 hours for each term, the maximum time frame is equal to 27 months or 9 terms. This policy does not override the Academic Progress Standards required by the Webber Graduate Council.

Webber monitors progress at the end of each undergraduate semester/term or graduate term. At this point, both the cumulative quantitative and qualitative components of SAP will be evaluated. Students must earn at least 67% of all attempted cumulative credit hours. The qualitative cumulative GPA, as stated above, must also be consistent with the academic standards chart. A student is eligible for subsequent disbursements of Federal Financial Aid in the next semester if the student is in SAP compliance.

Winter Intercessions and Summer Sessions are factored into both the qualitative and quantitative SAP.

Repeating Courses

The original grade and the repeated grade will count towards progress until the student applies for "Forgiveness". According to the Academic Forgiveness Policy, a student may apply for up to two grade

forgiveness's within the declared degree. Once the student receives a grade forgiveness, the original grade will not count towards the GPA or SAP standards.

Federal aid allows for one repeat attempt for a previously passed course to be included in enrollment status. A student may repeat a failed course until it is passed for receipt of aid, as long as SAP components are otherwise met.

Transfer Students

No quality points are calculated in transfer hours. The GPA from previous schools is not factored into qualitative progress. The transferred hours however, are used in the quantitative SAP.

Incompletes and Withdrawals

Incompletes and withdrawals are factored into the quantitative progress for SAP.

SAP Warning

Students not making quantitative and/or qualitative progress upon review will be placed on SAP WARNING for ONE semester/term with NO effect on financial aid. A Webber SAP Warning letter will be sent to the student's permanent address as entered in the administrative system and an email will be sent to the students Webber email account.

If the student fails to progress back to good standing after the SAP WARNING term, the student will be placed on PROBATION and is not eligible for Federal Financial Aid. To be reconsidered for aid, see SAP Probation.

SAP Probation – the consequence for failure to make SAP

A student who fails in meeting SAP standards at the end of a term on Warning will be placed on "SAP PROBATION". The student is at that point in time NO LONGER ELIGIBLE for Federal Financial Aid. The student will receive an email to his/her official Webber email account and a letter will be sent to the student's permanent address as reflected in the Webber administrative system. The student has the option to file an appeal, he/she must write a "Request to Appeal" to the Academic Dean, with a copy of the request to the Director of Financial Aid. If the appeal is approved, the Academic Dean will meet with the student to develop an "Academic Plan" that will be designed for the student's specific situation and needs. Student Appeals must include why the student failed to make SAP, what has changed that will allow the student to make progress towards SAP at the next evaluation, and any documentation that supports the reason, if applicable. The student will sign the Academic Plan acknowledging his/her commitment.

If an appeal request is denied, the decision is final, the student enters Probation and is ineligible for Federal Financial Aid.

The student placed on SAP Probation will have ONE semester/term to improve his/her academic performance in order to progress toward SAP standards. The student must follow the "academic plan" designed to ensure that he/she will be able to meet SAP Policy by the specified date indicated in the Academic Plan. The student may receive TITLE IV Financial Aid for this one term while on probation for financial aid.

If the student meets the stipulations stated in the designed Academic Plan, the student will be eligible for TITLE IV AID in the subsequent term. The student if necessary will remain on the academic plan until he/she back in good standing as long as the student is making progress as prescribed in the student's Academic Plan. The student does not need to appeal each term if he/she continues to make progress towards meeting SAP standards.

Students on SAP PROBATION whose appeal has been approved and has met the stipulation in the Academic Plan will be reevaluated at the end of the term. If the student has not made progress in accordance with the Academic Plan upon completion of his/her probation term, the student will lose federal financial aid effective immediately.

A student can appeal loss of aid after a failed probation term, but must present an appeal letter with documentable unforeseen circumstances such as a death in the immediate family, or a serious family health issue exist.

Unsuccessful Probationary Semester

If an appeal is unsuccessful, the student will not be eligible for Federal Financial Aid until the student meets quantitative and qualitative SAP standards. The student must then meet with the Director of Financial Aid to determine a plan for getting back into SAP, alternative enrollments, repeat courses, interruption of studies, are alternatives that may be explored for the student's road to reestablishment of federal aid.

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