

Session 7 - Satisfactory Academic Progress (SAP)

By the end of this session, you will be able to:

- *determine if a student is making satisfactory academic progress.*

RESOURCES

- *The 1997-98 Federal Student Financial Aid Handbook, Chapter 2*
- *34 CFR 668.16(e)*
- *34 CFR 668.32(f)*
- *34 CFR 668.34*

SESSION CONTENTS

1. Need to Know
 - ◆ Federal Regulations
 - ◆ Samples — Class-Completion Issues
 - ◆ Sample — SAP Policy
 - ◆ Sample — Appeal Policy
 - ◆ Samples — Academic Probation Policy
2. Practice
 - ◆ Case Study
 - ◆ Review Quiz
3. Back at the Office
4. Answer Key

NEED TO KNOW

Replace with page 2 of PW 7, pgs. 2 - 7

NEED TO KNOW (cont'd)

Replace with page 3 of PW 7, pgs. 2-7

NEED TO KNOW (cont'd)

Replace with page 4 of PW 7, pgs. 2-7

NEED TO KNOW (cont'd)

Replace with page 5 of PW 7, pgs. 2-7

NEED TO KNOW (cont'd)

Replace with page 6 of PW 7, pgs. 2-7

NEED TO KNOW (cont'd)

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PRACTICE

Case Study

Using the sample policy on pages 4 and 5 of your Workbook, answer the following questions.

1. After attending classes for nine months, Howard completed 550 hours and had a cumulative grade average of 69.9. Is Howard making satisfactory academic progress ?

2. Can Howard continue to receive financial aid?

3. What would happen if Howard failed to meet SAP standards at the end of the 4.5-month probation period?

4. If this were to happen, what could Howard do?

PRACTICE (cont'd)

Review Quiz

1. If a student is enrolled in a 900-clock-hour program, by what point should the school measure the student's academic progress?

2. For a 2,000-clock-hour program, how long could the increments be?

BACK AT THE OFFICE

Back at the office, you should:

- Create or become familiar with your school's SAP policy.
- Create or become familiar with your school's appeal policy for SAP.
- Make sure that your SAP policy is applied consistently to all Title IV students within a given category (such as full-time, part-time, and undergraduate, or graduate students).

- _____
- _____
- _____

ANSWER KEY

Case Study

Using the sample policy on pages 4 and 5 of your Workbook, answer the following questions.

1. After attending classes for nine months, Howard completed 550 hours and had a cumulative grade average of 69.9. Is Howard making satisfactory academic progress ?

No. Howard is not making satisfactory academic progress. While his grade average is above the minimum 65, he has not completed the minimum 600 clock hours.

2. Can Howard continue to receive financial aid?

Yes. Howard can receive financial aid for the following 4.5-month (18-week) period, because he is eligible, even though he is on probation.

3. What would happen if Howard failed to meet SAP standards at the end of the 4.5-month probation period?

Howard would no longer be eligible for federal financial aid.

4. If this were to happen, what could Howard do?

Howard could:

- ◆ **reestablish eligibility by successfully completing the required number of hours and by attaining the needed overall cumulative grade average at the end of the next period or**
- ◆ **appeal this decision to the school's director of financial aid by stating—in writing—acceptable reasons why the minimum requirements were not met.**

ANSWER KEY (cont'd)

Review Quiz

1. If a student is enrolled in a 900-clock-hour program, by what point should the school measure the student's academic progress?

After the student completes 450 clock hours.

2. For a 2,000-clock-hour program, how long could the increments be?

900 clock hours (one academic year).