Satisfactory Academic Progress (SAP)

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Associate Director, SFS
October 19, 2023
Satisfactory Academic Progress (SAP)

• Federal eligibility requirement

• Students must:
  • Earn 67% of the credits they attempt (Pace)
  • Maintain a cumulative GPA of 2.0 (GPA)
  • Earn their degree within 150% of the program credits (program length)
    • Example: A degree that requires 120 credits has a maximum program length of 180 (120 x 150%)

• Students are given a Financial Aid Warning term for Pace and GPA
## Attempted & Earned Credits

<table>
<thead>
<tr>
<th>Attempted Credits:</th>
<th>All transfer, remedial, English as a Second Language (ESL) and Temple registered credits. Courses with W, WE, WS, WF, F, PI, AU, MG, and NC grades on the academic record at the time of the progress check are considered in this category. Attempted Credits are counted for all payment periods (e.g., terms) and include transfer credits, credits for courses taken during a semester from which a student has withdrawn, credits for which the student did not receive financial aid, as well as those usually waived under academic forgiveness.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earned Credits:</td>
<td>Credits earned toward degree completion. This includes transfer credits, advanced standing and advanced placement credits and all courses for which grades of P, CR, D-, or better have been received. Courses with W, WE, WS, WF, F, PI, AU, MG, and NC grades on the academic record at the time of the progress check are not considered in this category.</td>
</tr>
</tbody>
</table>
Financial Aid Impacted by SAP

• Federal Aid
  • Federal Pell Grant
  • Federal Supplement Equal Opportunity Grant (SEOG)
  • Federal Work Study
  • Federal Subsidized Loan
  • Federal Unsubsidized Loan
  • Federal Parent PLUS Loan
  • Federal Graduate PLUS Loan

• Institutional Aid
  • Temple University Grant
  • Fly in 4 Grant

• Some Private Loans
  • Discover, College Ave
Satisfactory Academic Progress (SAP)

- What affects Pace:
  - Repeating courses to improve grades
  - Withdrawing from multiple courses or semesters
  - Course outcomes of W, WE, F, NC, I, and MG

- What affects GPA:
  - Grades of C- or lower
    - Any grade of C or C+ or lower may not be counted towards a degree
    - This is not the same thing as SAP.
  - Grades A through D- are passing grades
Pace Example

- Stella registers for 15 credits in Fall 2023 but only earns 6 credits. Her pace is 40% (6 ÷ 15). She is placed on Financial Aid Warning for Spring 2024.

- Stella then registers for 18 credits in Spring 2024. She goes on to earn 12 credits.

- Stella has attempted 33 total credits (15 + 18). She has earned 18 credits (6 + 12). Her overall pace is 54.54% (18 ÷ 33).

- Stella is placed on Financial Aid Suspension effective her next term.
Impact of Withdrawals

• Withdrawal Definition
  • When a student registers for a class, remains registered beyond the add/drop date, but chooses to stop attending and wants to remove the class from their schedule
  • Transcripted as W or WE

• Withdrawing from a full semester can impact Pace.
• Withdrawing from one or two courses per semester will eventually affect Pace.
• Excused Withdrawals will affect Pace regardless of the reason
GPA Example

• Hooter registers for 15 credits in Fall 2023. He earns the following grades: B, C-, D+, D, F. His cumulative GPA is now 1.40. Hooter is placed on Financial Aid Warning for Spring 2024.

• Hooter registers for 12 (different) credits in Spring 2024. He earns the following grades: B-, B+, C+, D. His term GPA is 2.32, but his cumulative GPA is 1.81. Hooter is now placed on Financial Aid Suspension, effective his next term.
MAX Time
(Program Length)

- MAX Time (Program Length)
  - 120 credit program = 180 credit program length
  - 124 credit program = 186 credit program length
  - 30 credit program = 45 credit program length

- Common causes
  - Late program change of majors
  - Transfer credits
  - Returning under Academic Forgiveness
  - Repeating courses
Program Length

• What affects Program Length:
  • Changing majors late in the program
  • Significant number of transfer credits
  • Working on a second bachelor’s degree
Submitting the SAP Appeal
Appealing Financial Aid Ineligibility

- Accepted for Fall and Spring – no Summer
- Opened for students through SFS Dashboard
- Requires a personal statement & supporting documentation
  - What happened?
  - What has changed to ensure this does not happen again?
  - What is the student’s plan for academic success moving forward?
2023 - 2024 SAP Appeal

Below is the list of items the Office of Financial Aid needs you to complete for the satisfactory academic progress appeal process. Click on any section to view the detailed list of requirements.

SAP Appeal

You have been identified as having failed to meet Satisfactory Academic Progress. To continue with your SAP appeal you must complete the SAP Appeal web form. When completing the web form you must provide the following in your signed statement:

- Extenuating circumstances that caused you to fail to meet Satisfactory Academic Progress
- What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation
- The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future

You may be required to provide supporting documentation of your extenuating circumstances.

- I was unable to pass my classes.

Appeal Status: Open

- SAP Appeal Web Form

Fill Out
2023 - 2024 SAP Appeal

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I was unable to pass my classes.

Appeal Status: Open

- [ ] SAP Appeal Web Form

[Fill Out]
2023/2024 Satisfactory Academic Progress Appeal

Signed Statement Request Instructions

Instructions

Please provide the following to the Office of Financial Aid at your Institution.

1. A detailed statement that includes the following information:
   - Extenuating circumstances that caused you to fail to meet Satisfactory Academic Progress.
   - What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation.
   - The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future.

I was unable to pass my classes.

Required: enter your statement...

☐ I will provide supporting documentation.

Return to Student Tasks
2023/2024 Satisfactory Academic Progress Appeal

Signed Statement Request Instructions

Instructions

Please provide the following to the Office of Financial Aid at your Institution.

1. A detailed statement that includes the following information:
   - Explanations for why you were unable to meet Satisfactory Academic Progress.
   - What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation.
   - The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future.

I was unable to pass my classes.

Required: enter your statement...

☐ I will provide supporting documentation.
You have successfully E-Signed your document, and it has been automatically uploaded into our system. Based on the answers you provided, you must upload the following documents:

- Supporting Third Party Documentation 1

You will now be redirected back to your current tasks.
SAP Appeal

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You may be required to provide supporting documentation of your extenuating circumstances.

I was unable to pass my classes.

Appeal Status: Open

SAP Appeal Web Form

Download | Date Filled Out
---|---
SAP Request Form.pdf | 10/19/2023

Upload Supporting Documentation

Submit
Financial Aid Satisfactory Academic Progress (SAP) Policy

Purpose
Federal Regulation, 34 CFR 668.34, requires postsecondary institutions receiving federal student aid funds under Title IV of the Higher Education Act of 1965 to establish a policy for determining whether an eligible student is making satisfactory academic progress (SAP) in their education program to receive federal student aid. An institution’s Satisfactory Academic Progress policy is one of the measures used by the Department in evaluating the institution’s Administrative Capability. 34 CFR 668.164. Additional federal financial aid guidance is available in the Federal Student Aid handbook.

The purpose of this policy document is to provide all students (including non-financial aid recipients) with information on the Temple University Satisfactory Academic Progress (SAP) standard. Every enrolled student is evaluated under the Satisfactory Academic Progress (SAP) standard and this policy will describe the requirements needed to retain financial aid eligibility for all recipients. It will also describe a student’s maximum length of eligibility for financial aid and the steps required to restore eligibility if lost during an enrollment period.

The Office of Student Financial Services is required by federal regulation to monitor student progression toward completion of degree at the undergraduate and graduate level. This Satisfactory Academic Progress standard includes a quantitative and qualitative measure of progress. The quantitative measure states that a student must maintain a specific earned credit completion rate to maintain satisfactory academic progress. The qualitative measure requires the student to maintain a GPA that meets the minimum standard for Academic Good Standing according to Temple University policy.

Applicability
Satisfactory academic progress is measured during all periods of a student’s enrollment at Temple University. Including periods in which the student is not receiving financial aid or periods where a student is in a non-degree enrollment status. Federal student aid programs subject to this policy include the following programs:
Your document was added to the task. Would you like to add another page?
You have been identified as having failed to meet Satisfactory Academic Progress. To continue with your SAP appeal you must complete the SAP Appeal web form. When completing the web form you must provide the following in your signed statement:

- Extenuating circumstances that caused you to fail to meet Satisfactory Academic Progress
- What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation
- The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future

You may be required to provide supporting documentation of your extenuating circumstances.

I was unable to pass my classes.

<table>
<thead>
<tr>
<th>Appeal Status: Open</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>SAP Appeal Web Form</th>
<th>Date Filled Out</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAP Request Form.pdf</td>
<td>10/19/2023</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Upload Supporting Documentation</th>
<th>Date Uploaded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Aid SAP Policy.pdf</td>
<td>10/19/2023</td>
</tr>
</tbody>
</table>
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You may be required to provide supporting documentation of your extenuating circumstances.

I was unable to pass my classes.

Appeal Status: Open

- **SAP Appeal Web Form**
  - [Fill Out]
  - [Download]
    - [SAP Request Form.pdf](#)
    - [Date Filled Out: 10/19/2023]
  - [Upload Supporting Documentation]
    - [Financial Aid SAP Policy.pdf]
    - [Date Uploaded: 10/19/2023]

[Submit]
2023 - 2024 SAP Appeal

After you click finish you will be prevented from making further changes while your files are being reviewed.

SAP Appeal

Finish

Completed Actions

Workflow:

2023-2024 SAP Appeal
Status: In Review
SAP Appeal
2023 - 2024 SAP Appeal

One or more documents have been sent back to you to review. 10/19/2023 15:21:15 PM

Below is the list of items the Office of Financial Aid needs you to complete for the satisfactory academic progress appeal process. Click on any section to view the detailed list of requirements.
You have been identified as having failed to meet Satisfactory Academic Progress. To continue with your SAP appeal you must complete the SAP Appeal web form. When completing the web form you must provide the following in your signed statement:

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You may be required to provide supporting documentation of your extenuating circumstances.

- I was unable to pass my classes.

**Appeal Status: Open**

- **SAP Appeal Web Form**: [Fill Out]

**Download**

- **SAP Request Form.pdf**: 10/19/2023

**Upload Supporting Documentation**

- [Upload]

**Uberta, your documentation does not match your statement. Please submit documentation that supports what happened and the changes you have made.**

[Submit]
Completed Actions

Workflow:
All

- 2023-2024 SAP Appeal
  - Status: Approved
  - SAP Appeal
# My Documents

<table>
<thead>
<tr>
<th>Name</th>
<th>Workflow</th>
<th>Submission Date</th>
<th>Status</th>
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<tbody>
<tr>
<td>SAP Request Form</td>
<td>SAP Appeal</td>
<td>10/19/2023 03:17 PM</td>
<td>Approved</td>
</tr>
<tr>
<td>Supporting Third Party</td>
<td>SAP Appeal</td>
<td>10/19/2023 03:17 PM</td>
<td>Approved</td>
</tr>
<tr>
<td>Documentation 1</td>
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</table>

### Navigation
- **Needs Action**
- **Completed Actions**
- **My Docs**
  - **Activity**
  - **Contact Us**

### Release Notes
- [View the release notes here](#)
<table>
<thead>
<tr>
<th>Date and Time</th>
<th>User</th>
<th>Category</th>
<th>Event</th>
<th>Transaction</th>
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<td>User Activity</td>
<td>Tasks for 2023 - 2024 were approved</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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<td>School User</td>
<td>User Activity</td>
<td>Submitted all tasks for 2023 - 2024</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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<tr>
<td>10/19/2023 03:24 PM</td>
<td>School User</td>
<td>User Activity</td>
<td>Completed SAP Appeal</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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<td>10/19/2023 03:24 PM</td>
<td>School User</td>
<td>User Activity</td>
<td>Recalled Supporting Third Party Documentation 1</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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<tr>
<td>10/19/2023 03:21 PM</td>
<td>School User</td>
<td>User Activity</td>
<td>Rejected Supporting Third Party Documentation 1</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
</tr>
<tr>
<td>10/19/2023 03:18 PM</td>
<td>UBERTA TESTINGDV1</td>
<td>User Activity</td>
<td>Submitted all tasks for 2023 - 2024</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
</tr>
<tr>
<td>10/19/2023 03:17 PM</td>
<td>UBERTA TESTINGDV1</td>
<td>User Activity</td>
<td>Completed SAP Appeal</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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<tr>
<td>10/19/2023 03:14 PM</td>
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<td>User Activity</td>
<td>Uploaded Supporting Third Party Documentation 1</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
</tr>
<tr>
<td>10/19/2023 03:13 PM</td>
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<td>User Activity</td>
<td>Uploaded SAP Request Form</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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<tr>
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<td>UBERTA TESTINGDV1</td>
<td>User Activity</td>
<td>Requested for SAP Appeal</td>
<td>2023 - 2024 SAP Appeal Transaction 1</td>
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## Activity

<table>
<thead>
<tr>
<th>Date and Time</th>
<th>Category</th>
<th>Event</th>
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<tr>
<td>10/19/2023 03:26 PM</td>
<td>Communications</td>
<td>Delivered NotificationOf SAP Approved Email Notification to <a href="mailto:cassie.drobose@temple.edu">cassie.drobose@temple.edu</a></td>
</tr>
<tr>
<td>10/19/2023 03:25 PM</td>
<td>Communications</td>
<td>Sent NotificationOf SAP Approved Email Notification to <a href="mailto:cassie.drobose@temple.edu">cassie.drobose@temple.edu</a></td>
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<tr>
<td>10/19/2023 03:25 PM</td>
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<tr>
<td>10/19/2023 03:21 PM</td>
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<tr>
<td>10/19/2023 03:18 PM</td>
<td>Communications</td>
<td>Sent NotificationOf Transaction Submission Email Notification to <a href="mailto:cassie.drobose@temple.edu">cassie.drobose@temple.edu</a></td>
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<td>10/19/2023 03:04 PM</td>
<td>Communications</td>
<td>Delivered NotificationOf Account Creation Email Notification to <a href="mailto:cassie.drobose@temple.edu">cassie.drobose@temple.edu</a></td>
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</tr>
</tbody>
</table>
Documentation Examples

- Determined by circumstance
- Medical Documentation
  - Doctor’s notes – not medical files!
  - Confirmation of diagnosis and treatment
- Schedules or Plans
- Obituaries
- Third-party statements
Appeal Review Process

Student submits appeal
• All tasks must be satisfied

Appeal is assigned to a committee member for review
• Compare academic history with details of appeal
• Details must align

Committee Member makes a determination
• SAP Committee meets to review appeals weekly.

If approved, student must provide FAPLAN
• Student & Academic Adviser determine how long the student needs to regain Good Financial Aid Standing

Aid reinstated after FAPLAN received and reviewed
• Current term registration must match current term on FAPLAN
• No guarantee of institutional aid being reinstated
## Approved Statuses

<table>
<thead>
<tr>
<th>Financial Aid Probation</th>
<th>Financial Aid Plan</th>
<th>Students may update their plan mid-semester</th>
</tr>
</thead>
</table>
| • Assigned to students who only need **one (current) semester** to regain Good Financial Aid Standing | • Assigned to students who need **two or more semesters** to regain Good Financial Aid Standing  
• Reviewed at the end of every term to ensure compliance | • Not after semester. Only during semester |
Appealing Maximum Time Frame

• Same as SAP Appeals
  • Documentation can also include DARS, statement from adviser, etc.

• SAP vs MAX
  • Most students have the chance to regain SAP on their own
    • Improved GPA & completion
    • Pay out of pocket or with private loans
  • There is no regaining Good Standing from Max Time
    • Once you go Max, you never get Back
Upcoming 2024-2025 FAFSA Information

2024-2025 FAFSA opens in **December 2023**

Temple’s Priority Deadline is **February 1st**

Filing Webinars:
- Thursday, November 16th
- Thursday, December 7th

In-Person Filing Workshops: January 10, 17, 24, 31

More information: https://sfs.temple.edu/apply/2024-2025-fafsa