

## **Temple University Student Financial Aid Satisfactory Academic Progress Standard**

The purpose of this document is to provide students with information on Temple's Satisfactory Academic Progress (SAP) Standard. This policy will describe the requirements needed to retain financial aid eligibility. It will also describe the maximum length of eligibility and the steps to restore eligibility if lost during enrollment.

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 rate in order to maintain satisfactory 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. The University policy on minimum GPA requirements can be found online at [http://policies.temple.edu/getdoc.asp?policy\\_no=02.10.11](http://policies.temple.edu/getdoc.asp?policy_no=02.10.11).

### **Eligibility**

In addition to maintaining a GPA that meets the University minimum requirement, students are expected to earn University credit for at least **67%** of the classes in which they enroll.

The progress of a student will be measured by the following calculation after **every semester**:

- $\text{Cumulative Earned Credits} / \text{Cumulative Attempted Credits} = \text{Earned Percentage}$

**Note:** Courses with a grade of W or WE **are counted** in the cumulative attempted credit calculation.

**If a student's cumulative earned percentage is 67% or above, they have made satisfactory academic progress for financial aid purposes.** If a student's cumulative earned percentage falls below the 67% benchmark, then they may become ineligible for financial aid due to unsatisfactory academic progress.

Academic records are reviewed at the end of **every** semester to determine current academic progress and future student aid eligibility. Students who have met the minimum percentage requirement each semester, and who are in good academic standing according to University policy (GPA requirement), and who have not exceeded the maximum time frame to complete their degree programs (as defined below), are considered to have maintained satisfactory academic progress and are eligible for financial aid for upcoming enrollment.

### **Definitions**

**Attempted Credits:** 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.

**Earned Credits** - 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.

### **Repeated Coursework**

Courses that are repeated to improve a grade **are** counted in attempted hours but only one passing grade is counted towards the earned credit rate.

Enrollment status for any semester (e.g. full time, half time) as it relates to financial aid eligibility may be impacted as a result of repeating a course(s). Please check with the office of Student Financial Services and your Academic Advising Office before repeating a course for which you have already received a passing grade and want to improve the grade.

## Warning Status

Students who are unable to successfully reach the 67% benchmark will be automatically placed on **financial aid warning status for one semester** in order to establish progress. **A student on warning status will be eligible for and receive financial aid.** During the warning period (one semester) a student must successfully regain the 67% earned percentage required for Satisfactory Progress. Those who do not regain the 67% earned percentage after the warning period will be dropped to an unsatisfactory progress status and no financial aid will be granted.

If a student regains financial aid eligibility, and then in a subsequent semester, falls below the 67% benchmark, a second financial aid warning status of one semester will be granted. **The financial aid warning status may not be granted in consecutive semesters.**

A student may be placed on financial aid warning status two separate and **nonconsecutive** times while completing their degree.

If the student falls below the 67% benchmark a third time or more, they will be placed on an unsatisfactory status and be denied student aid for any upcoming enrollment period until the 67% earned percentage rate is achieved.

**NOTE:** Notification will be sent to students who are on warning or not making satisfactory progress after grades are reported at the end of each of the fall, spring and summer semesters.

## Satisfactory Academic Progress Appeals

Students, who have lost eligibility for financial aid, may submit a written appeal in order to regain financial aid eligibility. Appeal deadlines are posted to the SFS website for each term and appeals received after the deadlines will not be considered. Because of the short time period between the end of the spring semester and the start of the summer sessions, appeals for summer sessions **will not** be considered. All appeals will be considered by a Committee and their decision is final.

In order to make a successful appeal, the student must submit a **Satisfactory Academic Progress Appeal Form**. Appeals will be considered that are based on extreme and extenuating circumstances such as death of an immediate family member, injury or illness to the student which prevented the student from meeting satisfactory progress standards or other extraordinary extenuating circumstances. Appropriate documentation such as a note from a physician or hospital, a death certificate or other outside source are required and must be submitted with the appeal form. **NOTE:** A previously approved medical withdrawal is not considered a sufficient reason for approval of an appeal. The student must demonstrate (with documentation) what has changed since the withdrawal to permit the student to make satisfactory academic progress.

**If an appeal is approved, the student will be eligible for financial aid** and the student must meet with their academic advisor to determine whether the student should be assigned **Financial Aid Probation** or be placed on a Financial Aid **Academic Plan** in order to regain financial aid eligibility.

## Financial Aid Probation

A student with an approved appeal who has met with his academic advisor and determined that financial aid eligibility can be regained after one semester is placed on Financial Aid Probation. At the conclusion of the probationary status, a new credit progress check will be conducted, and the student will need to be at the 67% earned rate to regain financial aid eligibility for the upcoming semester.

If the student is ineligible after the probationary semester, they may appeal a **final time** to be placed on a Financial Aid Academic Plan. If the student appealed on the basis of one circumstance and subsequently appeals again based on the same circumstance, the student must provide specific and substantial information as to what has changed to permit them to make satisfactory progress at the next evaluation.

## Financial Aid Academic Plan

A student with an approved appeal who has met with the academic advisor and determined that more than one semester is needed to regain financial aid is placed on a Financial Aid Academic Plan. The Plan is developed with the academic advisor and must define the total number of semesters as well as the number of credits per semester which the student must successfully complete in order

to regain financial aid eligibility. A review will be made every semester to ensure the students are fulfilling the requirements of the Plan.

A student who fails to meet the requirements of the Academic Plan are not eligible to make an additional appeal and must regain the 67% benchmark without the benefit of financial aid.

### Unsatisfactory Progress

Students who fall below the required 67% earned credit rate are not making satisfactory progress. Therefore, they are ineligible for financial aid if they have already used two Financial Aid Warnings (as defined above) and/or have not filed a successful progress appeal. Regaining eligibility can occur for future semesters once the required 67% earned percentage has been successfully achieved.

### Maximum Time Frame

Satisfactory academic progress also establishes a maximum time frame in which students must complete their program of study in order to remain eligible for financial aid funds. This requirement limits the number of credit hours students may attempt before earning their degree.

The maximum time frame for degree completion at Temple is 150% of the program's published length of academic program. Please refer to the student handbook for your degree program for specific degree credit requirements.

For transfer students, this takes into consideration all coursework taken at other Colleges or Universities.

Degree	Average Credits Needed to Complete Degree	Maximum Credits for Aid Eligibility
Associate	60	90
Bachelor	123	184
Master	34	51
Doctoral	72	108* includes Master degree coursework

### Maximum Time Frame Appeals

Students, who have lost eligibility for financial aid due to maximum time frame, may submit a written appeal in order to regain financial aid eligibility. Appeal deadlines are posted to the SFS website for the fall and spring semesters and appeals received after the deadlines will not be considered. Because of the short time period between the end of the spring semester and the start of the summer sessions, appeals for summer sessions **will not** be considered. All appeals will be considered by a Committee and their decision is final.

In order to make a successful appeal, the student must submit a **Satisfactory Academic Progress Maximum Time Frame Appeal Form**.

### Student Aid Programs Impacted by the Standard

This policy applies to eligibility for the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study, Federal Direct Subsidized/Unsubsidized Loans, Federal Direct Parent and Graduate PLUS Loans, some University aid, and some private loan funding. This standard does **not** apply to: tuition remission for dependents of Temple employees, athletic grants, some University scholarships, some outside scholarships, non-federal student wage payroll earnings, and state grants (i.e. PHEAA State Grants). State agencies awarding state grants establish their own academic standards.