Satisfactory Academic Progress

Office of Student Financial Aid

UW-Stevens Point
Purpose of Presentation
Provide information regarding:

- Principles of Satisfactory Academic Progress (SAP) standards
- How SAP is evaluated and when
- SAP appeal process and requirements
- Differences between old regulations and new regulations
- Importance of cross-campus collaborations to strengthen and ensure institutional compliance and student success
Basic Components of SAP

- Qualitative Standard (GPA) – Is the student at a high enough grade point average to reach graduation standards?
- Quantitative Standard (Pace) – Is the student completing enough credits to finish program within the maximum time frame?
- Maximum Time Frame – Will the student complete the program within 150% of the university’s published length of their program?
UWSP SAP Policy for Financial Aid

The UWSP SAP policy can be found at: http://www.uwsp.edu/finaid/pages/SAP.aspx

- Grade Point Average (GPA): **undergrads** must maintain a minimum **2.0** cumulative GPA and **grads** must maintain a minimum **3.0** cumulative GPA.

- Pace (67% Rule): all students must maintain a pace of 67% which is calculated by dividing the total credits completed by the number of credits attempted.

- Maximum Time Frame (150% Rule): all students must not exceed 150% of the university’s completion length for the program in which the student is enrolled. For example, an undergraduate student is required to earn 120 credits to graduate with a baccalaureate degree. The maximum time frame would be 180 credits (120 x 150%).
SAP Evaluation and Notice

The GPA, Pace and Maximum Time Frame standards are evaluated by the Financial Aid Office after every term (summer/fall/spring), once grades are posted.

A notice from Financial Aid Office will be sent to students.

Students who do not meet these standards are ineligible to receive financial aid without further action. Steps to regain eligibility will be covered later in this presentation (not an automatic reinstatement).
The terminology can be confusing!

**Financial Aid:**
- Warning
- Probation
- Suspension

Vs.

**Academic:**
- Probation
- Suspension

SAP probation and suspension for the purpose of financial aid eligibility is separate and distinct from academic probation/suspension. Students in good academic standing *can* continue to enroll in courses at UWSP, even though ineligible to receive financial aid.
SAP Warning Status

Financial Aid **Warning Status**: This “warning” status will automatically be placed on the student’s record at the end of the first term that SAP was not met. The student will be eligible for financial aid during the warning period.

![Warning Icon]

Failure to correct the lack of SAP during the warning period will result in the loss of financial aid eligibility at the start of the next term.
SAP Suspension Status

A suspension status is applied in the term following a SAP warning or SAP probation when a student fails to meet SAP requirements as previously warned. Financial aid eligibility is on hold pending a successful SAP appeal or until the student meets SAP standards.
SAP Probation Status

A probation status is granted only after the student has successfully appealed and has had their financial aid eligibility reinstated.
Student Options

• Enroll in classes without financial aid until an academic standing is earned that meets SAP standards

• Submit an appeal with the appropriate documentation supporting their extenuating circumstances that prevented successful academic progress
SAP Appeal Process

• A student may appeal their SAP suspension by completing and submitting an **Appeal for Reinstatement of Financial Aid Eligibility form** (will soon be found at: http://www.uwsp.edu/finaid/Pages/forms.aspx).

• Incomplete/inaccurate appeals and Academic Plans will not be approved

• Authorized Financial Aid Officer serves as final arbiter

• All decisions are final and are not subject to further appeal
In order to complete the appeal process, the student must:

• Print a copy of their Degree Progress Report (DPR) and attach to the appeal form
• Complete the appeal form in its entirety
• Indicate the type of extenuating circumstances that impacted on SAP
• Complete personal statement in detail noting reason that prevented SAP
• Attach supporting documentation
• Meet with the academic advisor or the Department Chair (or their designee)
• Submit a signed copy of the completed appeal form (along with the Academic Plan, if applicable) and supporting documentation to the Financial Aid Office.
Extenuating Circumstances and Required Supporting Documentation (Examples)

- Letters from medical professionals, social workers, employer, etc.
- Letters from campus support services indicating resources are being utilized
- Letters from faculty/academic staff reflecting on attendance and academic progress

* * * * *

- Letters should be on official letterhead
- Letters should state whether the area of concern has been resolved
- Letters should provide a professional opinion regarding the student’s ability to achieve academic success
What is an Academic Plan?

• A detailed plan designed to assist students in meeting SAP standards within a designated point in time
• Should be realistic and include each academic term until SAP is resolved
• GPA and/or PACE calculations should be entered and accurate for all terms of the plan where GPA and/or PACE was an issue
• May be tailored to the student’s individual needs based on the circumstances described in the SAP appeal
• Can include but not limited to enrolling for a reduced course load, achieving a minimum GPA at the conclusion of each term, achieving minimum grades (not just GPA) including course-specific grades, and/or enrolling in specified courses and demonstrate academic success in each course
• Objective is to assist student in producing academic success
### When is an Appeal Required?

<table>
<thead>
<tr>
<th>No Appeal Required if:</th>
<th>Appeal Required After First-Time Warning if:</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is a student’s <strong>first-time</strong> failure to meet SAP standards</td>
<td>An <strong>undergraduate</strong> student has a cumulative GPA of less than 2.0</td>
</tr>
<tr>
<td></td>
<td>A <strong>graduate</strong> student has a cumulative GPA of less than 3.0</td>
</tr>
<tr>
<td></td>
<td>Any student who has earned less than 67% of their attempted credits</td>
</tr>
<tr>
<td></td>
<td>Any student who has earned greater than 150% of the maximum time frame for the length of their program</td>
</tr>
</tbody>
</table>
## When is an Academic Plan Required?

<table>
<thead>
<tr>
<th>No Academic Plan Required if:</th>
<th>Academic Plan Required After First-Time Warning if:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s <strong>first-time</strong> failure to meet SAP standards</td>
<td><strong>Undergraduate</strong> student has a cumulative GPA of 1.8 or less</td>
</tr>
<tr>
<td></td>
<td><strong>Graduate</strong> student has a cumulative GPA of 2.8 or less</td>
</tr>
<tr>
<td>An <strong>undergraduate</strong> student has cumulative GPA between a 1.8 -2.0</td>
<td>Any student who has earned 50% or less of their attempted credits</td>
</tr>
<tr>
<td>A <strong>graduate</strong> student has a cumulative GPA between 2.8-3.0</td>
<td></td>
</tr>
<tr>
<td>Any student has earned between 50-67% of their attempted credits</td>
<td>Any student who has earned greater than 150% of the maximum time frame for the length of their program</td>
</tr>
</tbody>
</table>
What is Different from the Previous SAP Requirements?

<table>
<thead>
<tr>
<th>Old Policy</th>
<th>New Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduated pace</td>
<td>Required pace = 67%</td>
</tr>
<tr>
<td>Transfer credits were used only to determine required pace level.</td>
<td>Transfer credits figured in both attempted and earned in calculating SAP</td>
</tr>
<tr>
<td>Transfer GPA not considered in calculation</td>
<td>Transfer GPA is considered in calculation</td>
</tr>
<tr>
<td>No minimum GPA standard</td>
<td>Minimum GPA standards must now be observed: min. 2.0 for undergraduate students and 3.0 for graduate students</td>
</tr>
<tr>
<td>Evaluated annually</td>
<td>Evaluated after each term (summer/fall/spring)</td>
</tr>
<tr>
<td>Notification of appeal process came from Academic Affairs (Provost)</td>
<td>Notification of appeal process will now come from Financial Aid Office</td>
</tr>
<tr>
<td>No warning status</td>
<td>Warning status applied after first incident of a SAP deficiency; is applied automatically, without a formal appeal or other action from student.</td>
</tr>
<tr>
<td>No “official” academic plan</td>
<td>An official academic plan has been developed and should be used in the appeal process. The academic plan details steps that the student needs to take to complete the form and it includes instructions for the advisor in the development of the plan.</td>
</tr>
</tbody>
</table>
SAP Examples (GPA Component)

GPA Component: **Undergraduate** students must maintain a cumulative GPA (includes all grades at UWSP as well as transfer grades) of 2.00

**Example**: Mary is a freshman and fall was her first semester at UWSP. She registers for 15 credits in the fall, but struggles in a few courses. Her cumulative GPA at the end of fall is 1.92. Mary successfully completed 12 out of her 15 credits, so her pace is: 80% (12/15 = 80%).

**Explanation**: Since Mary’s cumulative GPA is below a 2.00, she is placed on financial aid warning at the end of fall semester. Mary is eligible to receive her federal financial aid for the spring term but she must raise her GPA to at least a 2.00 at the end of spring or she will no longer be eligible for financial aid. During the spring semester, Mary utilizes on-campus resources, such as the writing center and academic support services, to earn better grades. Mary’s hard work is realized and she receives a spring semester GPA of 3.13 (based on 15 credits).

Mary’s spring semester grades were high enough to raise her cumulative GPA to 2.52, and Mary is taken off financial aid warning.

*What if.......* Mary had received a spring semester GPA of exactly 2.00, her cumulative GPA would have only been a 1.96, and thus she would not be eligible for financial aid unless she received a favorable response to her appeal.
Pace (67% Rule): All students must successfully complete 67% of all courses attempted.

Pace = All Credits Successfully Completed
All Credits Attempted

Attempted credits include grades of A, B, C, D (+ or -) F, P, I. W, NR and credits by exam. Attempted credits are calculated based upon the grading period and after which time a grade is posted.

Credits completed is a credit for which a grade of A, B, C, D (+ or -), or P is received and credits by exam. Do not include grades of F, I or W. The grade of D for a Graduate student is not considered successful completion of the credit(s) attempted.

Example: Josh transferred to UWSP and brought in 15 credits from his prior college. His first semester was successful; he enrolled in 12 credits and earned a 3.00 term GPA. Unfortunately, in Josh’s second semester, he had a difficult semester and to avoid receiving failing grades, he decided to withdraw from all his classes. The impact of this can be seen in the next slide.
### SAP Examples (Pace Component cont’d)

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credits Attempted</th>
<th>Credits Completed</th>
<th>Term GPA</th>
<th>Cumulative Pace and GPA</th>
<th>Meeting Standards?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer Credits</td>
<td>15</td>
<td>15</td>
<td>2.00</td>
<td>Pace = 15/15 = 100% GPA: 2.00</td>
<td>Yes</td>
</tr>
<tr>
<td>Fall</td>
<td>12</td>
<td>12</td>
<td>3.00</td>
<td>Pace = (15+12)/(15+12) = 100% GPA = 2.44</td>
<td>Yes</td>
</tr>
<tr>
<td>Spring</td>
<td>18</td>
<td>0</td>
<td>---</td>
<td>Pace = (15+12+0)/(15+12+18) = 60% GPA = 2.44</td>
<td>No, failed pace</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>60% &lt; 67%</td>
</tr>
<tr>
<td>Following Fall</td>
<td>12</td>
<td>12</td>
<td>2.50</td>
<td>Pace = (15+12+0+12)/(15+12+18+12) = 68.42% GPA = 2.59</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Explanation**: Although Josh’s cumulative GPA was not affected by withdrawing from his spring classes, his pace rate was negatively impacted. Josh is required to successfully complete at least 67% of all his classes in order to maintain eligibility for financial aid. Since at the end of spring, he only successfully completed 60% of his courses, he is placed on financial aid warning. Josh can receive federal financial aid for following fall, but if he does not increase his pace rate to at least 67% and maintain a 2.0 cumulative GPA, he will become ineligible.
In the second fall term, Josh successfully completed all 12 of his credits. Doing so increased Josh’s pace from 60% to 68.4%, which is above the 67% minimum standard. Josh’s term GPA was a 2.50 cumulative and averaged with his previous semester grades, his new cumulative GPA is 2.75. Since 2.75 is greater than the 2.00 minimum standard, Josh is no longer on financial aid warning.
SAP Examples (Maximum Time Frame/150% Rule)

Most undergraduate degrees require a minimum of 120 credits, therefore the maximum time frame would be: $120 \times 150\% = 180$ credits

Financial aid eligibility will be suspended when a student exceeds 150% of the University’s published length of their academic program.

Example: Sally transferred to UW-Stevens Point and brought 70 attempted transfer credits with her. She has attended UWSP for six semesters and earned 90 credits. Between her attempted transfer credits and attempted UWSP credits, she has earned:

Transfer credits (70) + UWSP credits (90) = 160 credits

At the end of her sixth semester with 160 earned credits, Sally wants to change majors from Mathematics to Biology. Sally meets with her advisor to determine how many more credits she will need to complete this degree. They review her Degree Progress Report (DPR) and determine Sally will need 52 credits to complete a degree in Biology.
SAP Examples (Maximum Time Frame/150% Rule cont’d)

Explanation:

Step 1: What is the maximum time frame for a degree in Biology?
- Program length from catalog: 120 credits
- Federal maximum time frame: 120 credits \times 150\% = \textbf{180 credits}

Step 2: How many total credits will Sally need to attempt to complete a degree in Biology?
- Total credits attempted so far + additional credits needed to complete degree
- \text{160 + 52 = 212 credits}

Step 3: Can Sally complete the degree within 180 credits?
- No, therefore if Sally decides to change majors, she will run out of federal financial aid eligibility. It will take her 212 credit attempts to receive her degree.
- Her federal aid eligibility will be suspended as soon as she has attempted greater than 180 credits (after her 8\textsuperscript{th} semester).

See table in next slide for further explanation.
### SAP Examples (Maximum Time Frame/150% Rule cont’d)

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credits Attempted Each Semester</th>
<th>Cumulative Credits Attempted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer Credits</td>
<td>70</td>
<td>70</td>
</tr>
<tr>
<td>1</td>
<td>15</td>
<td>85</td>
</tr>
<tr>
<td>2</td>
<td>15</td>
<td>100</td>
</tr>
<tr>
<td>3</td>
<td>15</td>
<td>115</td>
</tr>
<tr>
<td>4</td>
<td>15</td>
<td>130</td>
</tr>
<tr>
<td>5</td>
<td>15</td>
<td>145</td>
</tr>
<tr>
<td>6</td>
<td>15</td>
<td>160</td>
</tr>
<tr>
<td>7</td>
<td>15</td>
<td>175</td>
</tr>
<tr>
<td>8</td>
<td>15</td>
<td>190</td>
</tr>
<tr>
<td>9</td>
<td>15</td>
<td><strong>205</strong></td>
</tr>
<tr>
<td>10</td>
<td>7</td>
<td><strong>212</strong></td>
</tr>
</tbody>
</table>

At the completion of Sally’s 8th semester, she has attempted 190 credits. Sally’s aid is suspended from this point forward because her degree is not completed and she has attempted 180 credits. She would need to find another way to pay for her final two semesters or **appeal** her SAP status.
Cross-Campus Collaboration

• Needed to strengthen institutional compliance
• Increase student success
• Coincides with mission statement both at university level and departmental
• Keep the goals of what is best for students when administering Federal SAP regulations while remaining in compliance
• Reduce student/parent indebtedness
Helpful Tools

- SAP Policy and FAQs: [http://www.uwsp.edu/finaid/pages/SAP.aspx](http://www.uwsp.edu/finaid/pages/SAP.aspx)
- GPA calculator link: [https://mypoint.uwsp.edu/regrec/regrec069/](https://mypoint.uwsp.edu/regrec/regrec069/)
- Pace Chart: [http://www.uwsp.edu/finaid/pages/SAP.aspx](http://www.uwsp.edu/finaid/pages/SAP.aspx)
- DPR link: [https://mypoint.uwsp.edu/regrec/regrec059/default.aspx](https://mypoint.uwsp.edu/regrec/regrec059/default.aspx)
- Glossary: [http://www.uwsp.edu/finaid/Pages/glossary.aspx](http://www.uwsp.edu/finaid/Pages/glossary.aspx)
- Contact Financial Aid Staff: finaid@uwsp.edu or 715-346-4771