

## COMMUNITY COLLEGE OF VERMONT

### SATISFACTORY ACADEMIC PROGRESS POLICY

April 1, 2004

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#### POLICY

Students who request Title IV Federal Financial Aid must progress toward their degree at a rate that meets both college and federal guidelines. Success in meeting qualitative and quantitative standards is called **Satisfactory Academic Progress**. Failure of the student to meet these objective standards may result in academic probation and/or the loss of eligibility for federal and state aid.

#### PROCEDURE

1. **Qualitative Standard- Grade Point Average:** Students must make academic progress as specified in the Policy on Academic Standing. They must maintain a cumulative grade point average (GPA) of 2.0 or better (1.75 GPA with fewer than 30 attempted credits) and satisfactorily complete 50% of the first twelve credits of basic skills courses. They also must complete 50% of basic skills courses attempted in any subsequent semester. Students not adhering to these standards are placed on academic notice. Based on the decision of the Academic Standing Committee, a student on academic notice for two successive semesters may be determined to be ineligible for Title IV financial aid.
2. **Quantitative Standard – Number of Credits Attempted and Completed:**

Students must be able to achieve their degree within 150% of the credits needed to attain that degree. This includes all basic skills, withdraws, incompletes and non-passing courses. Note: Students are not eligible for more than 24 credits of remedial or developmental coursework; see Financial Aid Policy for further discussion.

  - a. Students must be successful in 16 of their first 30 credits. After attempting 31 or more credits, a student must complete 67% of all attempted courses.
3. **Transfer Credit**
  - a. **Qualitative:** Grades obtained through integration of transfer credits will not be used in computing the student's CCV GPA.

- b. Quantitative: Transfer credits used to satisfy the student's degree requirements will be counted as attempted and earned credits and will consequently decrease the overall eligibility for Title IV financial aid. The student will be allowed 150% of CCV credits needed to complete their degree.
4. SAP Review: Student academic performance will be monitored after each semester. Although status letters may be sent out prior to a student actually being placed on warning, it is the student's responsibility to monitor his/her academic progress. Probation warning and termination letters will be issued, at a minimum, at the conclusion of each academic year (June/July).
5. Probation:
  - a. Students not meeting qualitative standards will be notified by letter that they are placed on academic notice as per the Academic Standing policy.
  - b. Students will continue to be eligible for financial aid while on probation.
6. Termination of Aid: Termination of Aid notices will be sent to students who fail to meet established standards. Termination could occur as early as 30 attempted credits if student hasn't been successful in at least 16 credits for a student pursuing a first Associate's degree without any transfer credit. For a student who does transfer in a maximum of 45 credits, termination of aid could occur if the student does not satisfactorily complete 8 CCV credits.
7. Appeal to Reinstate Financial Aid Eligibility
  - a. A student whose financial aid has been terminated may submit an appeal for reinstatement to the SAP Appeals Board through the Provost. Detailed procedure and timelines are attached to this policy.
  - b. Appeals should include a description of circumstances which contributed to a student's lack of academic progress, the changes envisioned which will enhance future success, and a statement from the advisor supporting the student's plan to successfully complete his/her degree within the allotted time frame.
  - c. A SAP appeal committee will review and adjudicate on a case by case basis. If reinstatement is recommended, aid will generally be limited to those courses needed to complete the degree within the appropriate time frame (completion of degree or within 90 credits, whichever is less).
  - d. Reinstatement for federal aid will generally not be granted until a student has completed their basic skills requirement.