Financial Aid Satisfactory Academic Progress (FA SAP) Policy

A student must maintain satisfactory academic progress in order to receive any federal student aid, according to Section 484 of the amended Higher Education Act. Every term, we evaluate the qualitative (grade) and quantitative (percent of classes completed) progress for purposes of the receipt of financial aid (grants, loans and work study).

All classes must be started and completed within the applicable aid period (fall, spring or summer). A student's entire academic history is evaluated to determine whether or not satisfactory academic progress has been maintained for financial aid purposes. This evaluation is done at the end of each term or at the time an award is made. Also, this evaluation is not affected by whether or not aid was previously received or whether a student has changed programs. The Federal Student Aid program regulations make no provision for the concept of academic amnesty or academic renewal.

Satisfactory academic progress requirements for financial aid are defined as the successful completion of:

- At least 66.67% of all credit classes attempted* AND
- A term financial aid grade point average (GPA) of 2.0 or higher* AND
- A cumulative financial aid grade point average (GPA) of 2.0 or higher* AND

*While grades of W(withdraw), EX (extension) or IP (In Progress) have no impact in the academic GPA calculations, these grades are included in the financial aid GPA calculation and are included as attempted credits, as required by Federal regulations. Also, classes that were dropped at the 80% or 60% time-frame are considered attempted credits.

150% Credit Rule
The maximum time frame that a student may receive federal and state financial aid cannot exceed 150% of the number of credits required to earn a degree (please see the example below). Students may submit an Academic Petition 150% based on extenuating circumstances; however, only REQUIRED program courses will be covered by financial aid upon approval.

<table>
<thead>
<tr>
<th>Program</th>
<th>Credits Required for Graduation</th>
<th>Total Fundable Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing - Associate Degree</td>
<td>70</td>
<td>105</td>
</tr>
<tr>
<td>Fluid Power Maintenance</td>
<td>34</td>
<td>51</td>
</tr>
</tbody>
</table>

Financial Aid Warning
Financial aid applicants will be placed on Financial Aid Warning for the next term of enrollment at Fox Valley Technical College if their term or cumulative financial aid GPA is below 2.0, or their cumulative class completion is below 66.67% of cumulative classes completed. While on Financial Aid Warning, a student may receive financial aid, but must be able to meet satisfactory progress for cumulative standards at the end of the warning term. Students who meet satisfactory academic progress standards at the end of the term while on Financial Aid Warning will have their status updated to reflect their good standing.
Financial Aid Suspension
If a student is on Financial Aid Warning and does not meet satisfactory academic progress at the end of the Financial Aid Warning term, the student will be suspended from further receipt of financial aid. A student who has been suspended must pay for future classes on their own until they meet Satisfactory Academic Progress requirements or successfully appeal. A change of program will not eliminate this suspension.

A student who received all F and/or W grades in a term will be immediately placed on Financial Aid Suspension and will not receive a warning term.

Appeal of Financial Aid Suspension
A student who believes their Financial Aid Suspension is due to extenuating circumstances beyond their control has 30 days from the date of notification to submit a Financial Aid Satisfactory Academic Progress Appeal. The request must detail the circumstances and must include third-party documentation to substantiate the basis of the appeal. The U.S. Department of Education regulations (34 CFR 668.34) state that a student must meet one of the following criteria to appeal suspension from financial aid:

- Death of an immediate relative of the student
- Injury or illness of the student
- Other circumstances that result in undue hardship to the student

Documentation must be provided to substantiate one of the above criteria. Appeals without documentation and/or not meeting one of the criteria will be denied.

An Academic Success Plan may be required to be developed with a Counselor and then reviewed with the Financial Aid staff.

If the appeal is denied, the student will be notified in writing and/or via phone that the financial aid suspension will remain in place.

If an appeal is granted, the student will be notified in writing and/or via phone. The student will also be placed on Financial Aid Probation/Plan and will be subject to any additional criteria specified in the appeal approval. The plan must be maintained until the completion of the student's program in order to continue to receive financial aid for any further terms. If, at the end of the Financial Aid Probation term, the student is not meeting the conditions of the Academic Success Plan, the student will be placed on Financial Aid Suspension and will be ineligible to receive further financial aid at Fox Valley Technical College until the Satisfactory Academic Progress standards are satisfied.