

Satisfactory Academic Progress Policy

Federal regulations require Blessing-Rieman College of Nursing and Health Sciences (the College) to establish a Satisfactory Academic Progress (SAP) policy to ensure all students receiving financial aid are making reasonable progress towards completing their degree.

Students who are not achieving the required cumulative GPA or not successfully completing his/her education program at the required pace will have a one semester grace period to continue receiving Title IV or state financial aid. The review of a student's SAP status is based on the entire academic record, even if the student did not receive financial aid for previous semesters of enrollment.

Standards of Measuring SAP

Qualitative (GPA) Measurement

Undergraduate and Graduate students: A full-time degree-seeking student the College is considered to be in good academic standing if he or she maintains the minimum cumulative.

Students readmitted to the College or returning from leave of absence are subject to any academic or SAP requirements in force at the time of their last enrollment at the College.

Full-time, part-time and three-quarter time students must have a 2.7 cumulative GPA at the end of each term.

For the undergraduate program, an academic year is considered to be 24 hours for full-time students, 18 hours for three-quarter time students, and 12 hours for part-time students.

For the graduate program, an academic year is considered to be 18 hours for full-time students and 8 hours for part-time students.

Quantitative (Pace) Measurement

Pace defines the pace at which a student must progress to ensure education program completion within the maximum timeframe (150% of the published length of the program). If pace falls below 67%, a student is not making satisfactory academic progress. There are two components to pace: the proof of academic progress, and maximum timeframe.

Proof of Academic Progress Requirement

Undergraduate and Graduate students are considered to be making academic progress by having a course completion rate of 67%. If a student changes enrollment status between fulltime and part-time, their pace requirement will be determined individually by the financial aid office. For undergraduate transfer students, hours accepted must be counted as both attempted and completed hours. It is possible for a student to make pace each semester individually, but not be making pace at the end of their second academic year. All classes dropped after census date of a term show a W on the student's transcript, and will be considered attempted hours. Pace is measured for each individual term and for cumulative hours. The final percentage will be rounded to the nearest whole number.

Pace is calculated as follows:
$$\frac{\text{cumulative number of successfully completed hours}}{\text{cumulative number of hours student attempted}}$$

For example, if a student enrolls in 15 hours for the semester, and completes 12, their pace for the term is determined to be 80%. The same student will have a cumulative pace requirement. With 47 hours attempted and 32 achieved, their cumulative pace is 68%.

Maximum Timeframe Requirement

Undergraduates can receive federal financial aid for a period that is no longer than 150% of the published length of the educational program, as measured in credit hours. A student cannot receive financial aid for more than 186 attempted hours for a program that has a published length of 124 hours. The 150% maximum timeframe can be appealed. Transfer hours will be calculated in the maximum time allowed.

RN-BSN Undergraduate students can receive federal financial aid for a period that is no longer than 150% of the published length of the educational program, as measured in credit hours. A student cannot receive financial aid for more than 180 attempted hours for a program that has a published length of 120 hours. The 150% maximum timeframe can be appealed. Transfer hours will be calculated in the maximum time allowed.

For Graduate students the maximum attempted enrollment credit hours for program completion is 150% of required credit hours for the program.

Evaluation of Satisfactory Academic Progress

Academic progress will be monitored for each student (regardless of whether they are receiving aid) at the conclusion of each term of enrollment. For enrollment, fall, spring, and summer are considered three separate periods of enrollment.

Financial aid from any source is provided for only one academic year at a time. Financial aid can be renewed each year provided the student remains in good academic standing, earns the required number of hours for his or her enrollment status by the end of each academic term, and shows financial need on the Free Application for Federal Student Aid (FAFSA), or demonstrates continued talent or academic achievement as stipulated in the original entering award.

GPA and Pace requirements are affected as follows:

- The following are not considered as hours successfully completed: F grades, incompletes (I), withdrawals (W), audits (AU) and no pass (NP).
- Credit hours for courses for which an incomplete is granted will not count as hours completed, but will count as hours attempted.
- All classes dropped after census date show a W on the student's transcript, and will be considered attempted hours.
- Students who withdraw from all classes are automatically considered to be on Financial Aid Probation for pace of 0% for the term. If a student is on Financial Aid Probation and they withdraw from all classes, they will be considered to be on Financial Aid Suspension immediately in their next term of enrollment (but could file an appeal).
- If undergraduates do not complete at least 12 hours and maintain the appropriate GPA for their class by the end of the next term, they will be considered to be on Financial Aid Suspension.
- In the case of repeated courses, the most recently earned grade and credit becomes the grade and credit of record and is included in the GPA calculation. Aid may be awarded to retake a class where a student obtained a grade of 'F.' Aid may be awarded one time to retake a class where a student obtained a grade of other than 'F'; additional retakes of the class are not covered by Title IV aid unless a higher grade is required by the student's major.
- Remedial, enrichment, and English as a Second Language (ESL) courses will not be taken into consideration.
- Transfer hours count as both accepted and completed hours.

Consequences of failing to Meet SAP Requirements

Students who fail to make SAP will be placed on Financial Aid Warning, Probation, or Financial Aid Suspension. When a student fails to achieve SAP and their eligibility for financial aid is impacted, the Financial Aid Coordinator will notify the student regardless of whether the student is receiving financial aid.

Financial Aid Warning: This status is assigned by the College to a student who fails to make SAP at the end of the semester. The student will continue to receive Title IV and state aid for one semester. No appeal is necessary for this status. At the conclusion of the warning term, the student must meet SAP requirements to continue receiving Title IV and state aid.

Financial Aid Probation: This is a status assigned by the college to a student who fails to make SAP (after being on Financial Aid Warning for one semester), is granted an appeal, and has eligibility for Title IV aid reinstated. The college will set forth an academic plan the student must follow. At the conclusion of the probation period, the student must meet the terms of their academic plan, or will be placed on Financial Aid Suspension.

Financial Aid Suspension: This is a status assigned to a student who fails to make SAP after being on Financial Aid Warning or Financial Aid Probation. It can also be a status for a student whose appeal is not granted. Once Title IV and state eligibility is terminated, the student must make up all deficiencies in both GPA and pace before Title IV and state eligibility will be reinstated. An appeal may be filed by the student under Suspension status.

SAP Appeal Process

A process by which a student who is not meeting the school's SAP standards petitions the school for reconsideration of Title IV and state aid eligibility. The appeal must include two components: why the student failed to make SAP, and what has changed that will allow the student to make SAP at the next evaluation. Appeals without both components will not be considered. Students should include supporting documentation such as letters from outside sources. Appeals for lack of pace and maximum timeframe will be considered for extenuating circumstances such as death of a relative, student injury or illness, or other special circumstances. Appeals should be submitted in writing to the Financial Aid Coordinator.

Appeal Approved: The student must agree to follow the Personalized Academic Plan. The student's Title IV aid will be reinstated as outlined in the academic plan.

Appeal Not Approved: Student is not eligible for Title IV or state financial aid and institutional funding. Aid will be reinstated once the student makes up all deficiencies. All appeal decisions are final. A student cannot appeal a denial.

Appeal Committee: Consists of the Financial Aid Coordinator, Dean of Enrollment Management, and Chair of Academic Committee.

Personalized Academic Plan: This plan is determined by the Appeal Committee. At a minimum it will include the specified number of credit hours and cumulative GPA to be obtained at the end of each term. The student's compliance with the plan will be monitored by the Appeal Committee.