



Satisfactory Academic Progress (SAP) Policy & Procedures

SAP ACADEMIC AND FINANCIAL AID STANDARDS

Federal Financial Aid regulations require that all Financial Aid recipients progress at a reasonable rate toward achieving a degree or certificate.

PBC abides by the Credits Attempted Method. To qualify for Financial Aid, students must complete their degree within 150% of the published number of credits in their declared Program. Program length is based on the number of semester credits required for a degree or certificate, not calendar progression. Students will no longer be eligible to receive Financial Aid if their attempted credits exceed 150% of the credits within their declared Program

Students who fail to complete 67% of cumulative semester credits attempted will be placed on Financial Aid and Academic Warnings.

PBC uses the same policy for all students regarding academic standing in addition to financial standing for the State, Veteran Education Benefits, and GSF aid. These requirements apply to all semesters. All students are held to the same SAP standard, regardless of if they receive any type of financial aid. Progress is reviewed at the end of each semester.

Progress is measured by:

1. The student's cumulative grade point average;
2. Pace of progression (the number of cumulative semester credits earned in relation to those attempted); and
3. The maximum timeframe allowed to complete the academic program.

FINANCIAL AID WARNING

Students who have Financial Aid and who do not meet the SAP standards at the end of a semester will be notified and will be placed on Financial Aid Warning for the following semester. Financial Aid may still be received during a warning semester. At the end of the warning semester, the student must show progress toward achieving SAP (cumulative 2.0 GPA) as outlined in the SAP Section and in this section or they will be placed on Financial Aid Suspension. For Financial Aid Suspension information please see the Appeal of Academic and Financial Aid Suspension section below. For additional information please see the Financial Aid Coordinator.

For Academic Warning and Dismissal information please see the Academic Warning/Dismissal Policy Section.

FINANCIAL AID AND ACADEMIC SUSPENSION

Financial Aid suspension will result in the loss of eligibility for all federal, state, and institutional aid, including Pell Grants and GSF. If a student successfully completes a semester without receiving Financial Aid and meets the SAP standards, the student will regain Financial Aid eligibility and be removed from Financial Aid Suspension. Financial Aid Suspensions may be appealed.

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APPEAL OF ACADEMIC AND FINANCIAL AID SUSPENSION

To appeal an Academic and/or Financial Aid Suspension, the appeal must include the following information:

1. Students' full name
2. Statement detailing the reason(s) for not meeting SAP. Qualifying extenuating circumstances would include a death in the family, a significant accident or injury, or circumstances beyond the student's control
3. The student will also provide an explanation of how the situation was resolved so that it will not affect future success and how SAP standards will be met in the future with a plan in place to ensure success

Appeals must be submitted to the Student Success Coordinator for Academic Suspension and to the Financial Aid Coordinator for Financial Aid Suspension within 7 (seven) calendar days of notification of Academic and/or Financial Aid Suspension. The appeal will be reviewed by the Student Success Coordinator, the Financial Aid Coordinator and the Chief Academic Officer. The appeal decision made by the Chief Academic Officer is final and cannot be appealed to another individual, group, or the U.S. Department of Education.

FINANCIAL AID PROBATION

If the appeal is approved, the student is eligible to receive Financial Aid during the following semester and is placed on Financial Aid Probation. The student may be subject to course and/or credit limitations during the probationary semester. If the student does not meet SAP standards at the end of the probationary semester, they will be placed on Financial Aid Suspension.