

Satisfactory Academic Progress (SAP) for Financial Aid Recipients

Revised September 2024

Financial Aid is intended to help students successfully complete their degree programs in a timely manner. Students who apply for and receive Title IV (federal aid) assistance must meet specific academic progress requirements to maintain Title IV financial aid eligibility. Financial aid programs include grants, employee tuition grants, work study employment, need-based and non-need-based loans, and some scholarship programs. Specific scholarship programs may have specialized academic progress requirements that exceed the general policy requirements outlined below.

Students who apply for and receive Title IV (federal aid) assistance must meet specific academic progress requirements to maintain Title IV financial aid eligibility. Satisfactory academic progress requires a student to complete a minimum number of credit hours over a maximum timeframe and a maintain a passing cumulative Grade Point Average (GPA) for each term attended.

Satisfactory Academic Progress is determined by:

- Quantitative Measurement
 - Pace of Progression (Credit Hours)
- Qualitative Measurement (GPA)
 - Maintain a minimum cumulative GPA
- Maximum Timeframe
 - 150% of program length

Quantitative Measurement

Students must complete at least 67% of cumulative attempted credit hours. For example, a student who registers for 12 credit hours must complete at least 8 credit hours ($8/12 = 67\%$).

- Grades of “W”, “F” or “AF” are considered attempted hours
- “I” grades are not taken into consideration until the student completes the coursework. Once an “I” grade is changed, academic progress will be reviewed again by the Financial Aid Office

Qualitative Measurement

- Undergraduate students must maintain a minimum cumulative GPA of 2.0
- Graduate students must maintain a minimum cumulative GPA of 3.0

Maximum Timeframe

Degree requirements must be completed within a Maximum Timeframe. Federal law requires a Maximum Timeframe of no more than 150% of the published length of the program. Hours earned at Lindenwood University and accepted transfer hours are included in this timeframe. For an undergraduate program that requires 120 credit hours for completion, the maximum attempted hours are 180 ($120 \times 150\% = 180$).

SAP Monitoring

A student's SAP will be evaluated at the end of each term attended. All terms will be included in this evaluation regardless of whether the student received financial aid. This evaluation will include a measurement of student's progress set forth in the qualitative standards (GPA) and quantitative standards (credits earned).

SAP Warning

If a student fails to meet the minimum requirements as stated in the qualitative and quantitative section, the student will be placed on '*Financial Aid Warning*' and will continue to be eligible to receive financial aid.

SAP Suspension

If a student fails to meet the minimum SAP requirements for two terms, the student will be placed on '*Financial Aid Suspension*' and will not be eligible to receive financial aid funds. Students placed on *Financial Aid Suspension* will have their Lindenwood University Grant(s) reevaluated.

The student's SAP status will remain unchanged if the student takes a term off or withdraws from the University.

Appeal Process

A student has the right to appeal if he/she feels that he/she has complied with the requirements of the satisfactory academic progress policy or believes there are extenuating circumstances that occurred. Examples of extenuating circumstance are injury or illness of the student or immediate family member, death involving an immediate family member, or extenuating circumstances that could affect one's academic performance.

To appeal a *Financial Aid Suspension*, the student must submit an [Appeal form](#) with supporting documentation, along with an Academic Plan (see below), to the Director of Financial Aid. Submission of an appeal is not considered an automatic approval. Student appeals submitted to Academic Services for academic suspension are not sent to Financial Aid. Please be sure to submit a separate appeal to the Director of Financial Aid, for review of the *Financial Aid Suspension*.

If the appeal is denied, the student will be ineligible to receive financial aid until the minimum academic requirements are met.

SAP Probation

- If the student's appeal is granted, the student will be placed on '*Financial Aid Probation*' and will have the time designated in the Academic Plan to meet the minimum requirements as stated above.
- **Adhere to Your Academic Plan:** You must follow the terms and conditions outlined in your academic plan. This plan is designed to help you regain satisfactory academic standing. Your academic plan was based on your current program of study; changing programs will void your approved appeal.
- **Maintain Academic Performance:** You must successfully complete all your courses each semester- no grades of AF, F, I and/or W.

If you do not comply with these conditions each semester, your financial aid appeal will no longer be valid, and you will be required to submit a new appeal along with supporting documentation to explain your circumstances.

Academic Plan

An academic plan will be completed between the student and Academic Advisor. The plan must include benchmarks that students will meet to ensure they are making progress to degree and will render the student eligible for aid again under SAP rules (Qualitative and Quantitative measures).

Repeated Courses

Repeating courses may enable the student to achieve a higher cumulative GPA. Students can attempt a course twice and receive financial aid, but repeating courses may adversely affect the student's ability to meet completion rate requirements. Only the latest attempt will count toward the cumulative GPA.

Transfer Credits

Transfer credit hours accepted toward the student's program of study will count as both attempted and completed hours.

Changing Programs

Changing programs does not change a student's SAP status from the previously enrolled term.

Continuing at Lindenwood After Failing SAP

If the student is allowed to attend Lindenwood University academically, they may continue at their own expense to attempt to improve their completion rate and/or GPA. Once a student is SAP compliant, they may contact the Financial Aid Office to have their financial aid eligibility reviewed for reinstatement.