

## **MT. SAN JACINTO COLLEGE**

### **Standards of Satisfactory Academic Progress Policy**

Federal and State regulations require that students seeking financial aid must demonstrate Satisfactory Academic Progress (SAP) toward a published degree objective and ensure progress toward the degree for all periods of enrollment regardless of whether the student has received financial aid. There is a minimum unit and a maximum unit requirement. Students are responsible for submitting official transcripts for all previously attempted coursework to Enrollment Services. For transfer students, only credits from other institutions that count towards the current program of study will be included.

#### **Financial Aid SAP Statuses**

##### **Satisfactory**

Once students have attempted any units, (regardless of receiving financial aid or not), students are required to: (1) Complete a cumulative 67% of attempted units, (2) Maintain a minimum 2.0 cumulative GPA; and complete their education program within 150% of the minimum required units to meet the standards required to maintain Satisfactory status for financial aid eligibility.

- **Attempted and Completed Units**

- Attempted units are any units for which a grade of A, B, C, D, F, EW, MW, RD, P, NP, CR, NC, I, IP or W is received after the last day to drop a class without a “W” grade. (Refer to your class schedule for specific dates). Units for “EW” COVID related withdrawals may be excluded as attempted units with an appeal.
- Completed units are earned units with a grade of A, B, C, D, P or CR.
- All attempted units are counted. For transfer students, only credits from other institutions that count towards the current program of study will be included.

- **Repeated, Audited, Transfer, Consortium or Remedial Coursework**

- Financial Aid may be awarded for the cost of courses previously taken if the course is being taken to improve a sub-standard grade of D, F, NP or NC and any one class that was previously passed. Repeated units will count toward the 150% maximum units allowed.
- Only credits from other institutions that count towards the current program of study will be included.
- Up to 30 semester units of remedial courses will be accepted in determining eligibility.

##### **Warning**

A financial aid warning allows a student to maintain financial aid eligibility for the next semester after failing to meet Satisfactory Academic Progress (SAP) standards. Warning does not apply to maximum unit timeframe. Some students will be automatically terminated based on previous academic history. Students in a Warning status will need to use the next enrolled semester to bring up either their cumulative GPA, cumulative completion ratio, or both to the SAP standards to be considered eligible for future financial aid.

## **Denied**

A student that continues to not meet Satisfactory Academic Progress (SAP) standards after their term of “Warning” status will be denied for future financial aid until they have reinstated their financial aid eligibility.

## **Reinstatement**

If eligibility is terminated, students must meet the following requirements to regain eligibility for the next semester:

- Bring cumulative completion rate to 67% of attempted units
- Achieve a minimum 2.0 cumulative GPA

Reinstatement is not retroactive, and students will not receive aid for any semester that they were ineligible.

## **Maximum Unit Timeframe**

At MSJC, 90 units is the maximum for most programs. Up to 30 units of remedial courses are excluded from the maximum unit timeframe. After students have reached the maximum timeframe for their program, they will be ineligible for future financial aid. Exceptions to this maximum timeframe, including a one-time major change, may be considered through the appeals process. If the student’s appeal is approved, the student will then be placed on probation status.

## **Probation**

Financial aid probation status allows students, who are not meeting SAP but have successfully appealed, to continue to receive financial aid. An education plan is required for students on probation. The education plan must be developed to ensure that students will meet SAP standards by a specific point in time and/or complete a program of study or transfer requirements. Students will only receive financial aid for one active program of study and must follow the courses outlined in an Approved Course List to be eligible for payment. Please note: If a student takes a course listed on the approved course list and either withdraws from the course or receives an insufficient grade, they will not be eligible to be paid for it again, if repeated.

## **Appeal Process**

Appeals can be submitted online via [StudentForms](#) or in person at the Financial Aid Office with supporting documentation, prior to the appeal deadline. Incomplete appeals will be returned unprocessed. Appeals for reinstatement based on extenuating circumstances will only be granted if the circumstances were beyond the student’s control and can provide supporting documentation. In addition, there must be evidence that the student will make satisfactory progress in the future.

Students will be notified of the appeal decision via their student email within 2-3 weeks of submission. During peak times this processing time may be longer. If a student has been

approved and is eligible for a financial aid disbursement, they will receive their disbursement within 2-3 weeks after their SAP approval notification.

If the student's appeal is denied, the decision notification will specify the conditions for future consideration for financial aid eligibility. Students may request a second review process.