FRANCISCAN
MISSIONARIES OF OUR LADY
UNIVERSITY

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

Federal regulations require that students maintain Satisfactory Academic Progress (SAP) in their course of study to continue receiving Federal Title IV Financial Aid. Failure to maintain SAP results in the cancellation of a student's Title IV financial aid, but does not prohibit the student from continuing enrollment with his/her own resources or nonfederal financial aid. SAP is defined as passing a required number of hours and achieving a required cumulative grade point average (GPA) during a specified semester or academic year. The minimum progress standards will be reviewed once per academic year, usually at the end of the spring semester. All specified semesters attended will be considered in making a satisfactory progress determination without regard to whether or not the student received aid in a given semester. The standards are consistent with institutional polices for students who are not receiving Title IV aid. The three components of the Franciscan Missionaries of Our Lady University's policy are described below:

Component 1: Qualitative Standard

Undergraduate Criteria:
Each student must meet a 2.0 cumulative grade point average (GPA) to remain eligible for financial aid.

Graduate Criteria:
Each student must meet a 3.0 cumulative grade point average (GPA) to remain eligible for financial aid.

Component 2: Pace Standard
Each student must successfully pass a minimum of 75% of their credit hours **attempted** during the preceding fall and spring semesters at the University (rounded to the next highest number).

- Withdrawals, incompletes, repeated and non-credit remedial course work will be counted towards the hours attempted.

Component 3: Maximum Time Frame

Undergraduate Criteria:
To establish a quantitative measure, a time frame is set for students to finish a program of study. For any program, regulations require that the maximum time frame cannot exceed 150% of the published length of the program measured in the required academic credit hours.

FRANCISCAN
MISSIONARIES OF OUR LADY
UNIVERSITY

Graduate Criteria:
You must complete all requirements of the graduate program and complete your program within six calendar years.

Undergraduate Part-time Students: Student who enroll for less than 12 credit hours are considered part-time. Academic progress requirements apply to part-time enrolled students on a proportional basis.

Transfer Students: Transfer credits, applicable only to the program of study, are calculated into the credits attempted and completed, but are not factored into the cumulative grade point average (GPA) when a student first transfers to FRANU. If a transfer student is not meeting the minimum GPA requirement when progress is evaluated, transfer credits will be calculated into the cumulative GPA. GPA of transferred credits will continue to be used in the GPA calculation from that point.

SAP Appeal Process
A student who fails to establish good academic standing or to make SAP becomes ineligible for financial aid. The student will be notified in writing of his/her ineligibility. A student may regain eligibility if s/he meets the minimum eligibility requirements. If the student has mitigating circumstances such as, death of a relative, illness or injury, or other special circumstances beyond their control that affected their ability to meet SAP standards, the student may appeal the loss of their eligibility. Sufficient documentation of such circumstances must be provided to the Office of Financial Aid with the appeal. Appeals will only be approved for mitigating circumstances such as illness, injury, death of an immediate family member, etc. Approved appeals will result in the student being placed on financial aid probation.

Note: *Neither paying for nor sitting out for an enrollment period is sufficient to reestablish eligibility for Title IV aid.*