

Satisfactory Academic Progress Policy

(Effective May 15, 2008)

Introduction

Prairie View A&M University is required by federal law (*34 CFR 668.16 (e)*) to define and enforce the standards of Satisfactory Academic Progress (SAP). All students receiving financial aid from federal, state and/or Prairie View A&M University sources must be making Satisfactory Academic Progress at Prairie View A&M University to establish and retain eligibility for student financial aid. Enrolled students applying for financial aid for the first time must demonstrate Satisfactory Academic Progress prior to applying for financial aid and must continue to meet Satisfactory Academic Progress standards.

SAP is measured at the end of every financial aid academic year (May). Once the Financial Aid Office receives the student's financial aid application for processing, the student's academic progress is measured using two components: **Qualitative and Quantitative Measures of Academic Progress**. If the student does not meet the minimum requirements for the two components, the student is not eligible for federal assistance. Students who have not improved their academic standing are placed on financial aid suspension and notified by letter and/or email that their aid has been cancelled for the subsequent terms. Hence, students who are identified as making insufficient academic progress and continue to seek financial assistance, have the option to appeal.

Qualitative Measures of Academic Progress

The qualitative measure of academic progress is based on a grading scale of **0.00** to **4.00** and the students' enrollment classification.

Classification	Grade Point Average Requirement
Undergraduate Students	Minimum 2.00 GPA
Nursing Students	Minimum 2.00 GPA
Graduate Students	Minimum 3.00 GPA
Incoming freshmen, graduate and transfer students	Eligible for financial aid upon admission to the University

Once undergraduate students have attempted 24 hours, they must have achieved at least a minimum **2.00** cumulative grade point average. After attempting 12 hours, graduate students, must have a minimum cumulative **3.00 GPA**.

Quantitative Measures of Academic Progress

Students must successfully complete at least 75% of their credit hours at Prairie View A&M University. The following table provides an example of the number of credits a full-time student may attempt and successfully complete each semester:

Undergraduates

Semester	Credits Attempted	Minimum Credits Completed
1	12	9
2	24	18
3	36	27
4	48	36
5	60	45
6	72	54
7	84	63
8	96	72
9	108	81

- Presidential Scholarship Program
- Americorps
- Check Your Financial Aid Status
- FAQs At Financial Aid TV
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- Forms Library
- ▶ Loan Applications
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- ▼ **General Information**
 - ▶ Eligibility Requirements
 - Announcements
 - Steps to Apply
 - Financial Aid Deadlines
- ▼ **Policy Library**
 - **Satisfactory Academic Progress Policy**
 - Packaging Policy
 - Professional Judgment Policy
 - Return to Title IV policy
 - Verification and Quality Assurance
- ▶ About Us
 - Financial Aid Presentations
- KnowHow2Go
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- ▶ Summer Financial Aid at PVAMU

10	120	90
11	132	99
12	144	108
13	156	117
14	168	126
15	180	135

Graduates

Semester	Credits Attempted	Minimum Credits Completed
1	9	7
2	18	14
3	27	20
4	36	27
5	45	34
6	54	41

Hours completed do not include the following grades; however, these hours are included in hours attempted:

Grade	Description
U	Unsatisfactory
I	Incomplete
W	Withdrawal from a course
WV	Withdrawal from the University Voluntarily
MW	Military Withdrawal

If a grade other than U, I, W, WV, and MW is received, courses that have been repeated will be counted for each enrollment as hours attempted, as well as, hours completed.

REMEDIAL COURSEWORK

If acceptance to a program has been confirmed, and the remedial coursework is necessary to complete the program, students may receive financial assistance for remedial coursework. Students cannot receive financial assistance for remedial coursework if their acceptance to a program is based on the completion of the remedial work.

Maximum Time Frame

Federal regulations specify that the maximum time frame during which a student is expected to finish an undergraduate program and receive Title IV funds may not exceed 150 percent of the published length of the program. Thus, an undergraduate is allowed a maximum of 180 credit hours to complete degree requirements. Unless the student can provide documentation of a graduation date of two semesters or less at the time of the appeal, federal financial assistance for undergraduate work will not be extended beyond this time frame.

Transfer students who are considered in good academic standing from the previous schools attended will be eligible for federal Title IV funds. Transfer credits will also be included in the maximum time frame.

Graduate students will be ineligible for aid if they do not meet their degree objectives after carrying the maximum number of credit hours listed below (whether or not they have received aid for all terms):

Classification	Total Attempted Hours Including Transfer Credit	Ratio of Completed Hours to Attempted Hours
Undergraduate (Students working on their first baccalaureate degree)	180	75%
Masters degree	54	75%
Doctoral Degree	94	75%

Financial Aid Probation

Prairie View A&M students that meet the criteria outlined below will automatically be placed on financial aid probation and will continue to be eligible for federal student aid:

Deficient Student Grade Point Average

1. If undergraduate student has less than a cumulative 2.00 GPA, but has a 75% or greater completion rate;
2. If graduate student has less than a cumulative 3.00 GPA, but has a 75% or greater completion rate.

Deficient Student Completion Rate

1. If undergraduate student has a 2.00 GPA or greater, but student course completion_rate is less than 75%;
2. If graduate student has a 3.00 GPA or greater, but student course completion_rate is less than 75%.

Financial Aid Suspension**Students that meet one or more of the criteria below are no longer eligible for financial aid:**

1. Graduate students that have attempted 54 hours or more;
2. Doctoral students that have attempted 94 hours or more;
3. Graduate students that are attempting a second degree (i.e. third, etc.);
4. Undergraduate student has attempted 180 hours;
5. Student currently does not meet the required Satisfactory Academic Progress Grade Point Average and completion rate;
6. Student has taken greater than 12 hours as a Conditional Graduate Student;
7. Students participating in a graduate certification program that is not ATCP.

Appeal Process**Financial Aid Suspension Notification**

Financial Aid counselors typically assess satisfactory academic progress for each student at the end of each financial aid academic year. However, student academic records for mid-year transfer or reinstatement cases are reviewed to determine eligibility for federal assistance. If students are not making satisfactory academic progress, notifications are sent via email or letter informing students of their noncompliance. A student may apply for financial aid reinstatement by requesting a financial aid appeal. The financial aid appeal process allows the student to explain extenuating or unforeseeable circumstances that may have hindered the student's academic progress.

Step 1: Student must begin the financial aid reinstatement process by downloading the Financial Aid Appeal form from the [Financial Aid web page](#). Extenuating circumstances (i.e. student injury or illness, death of student's relative, and/or other circumstances resulting in undue hardship to student) should be clearly documented.

Step 2: Your Financial Aid Counselor will review the appeal provided within 72 hours. The Counselor may render one of the following decisions:

Decision	Description
Pending	Additional information is needed to render a decision.
Financial Aid Probation	Student may continue to receive student financial aid. Student must have the minimum financial aid required GPA at the conclusion of the financial aid academic year.
Financial Aid Probation - Reduction or Suspension of Loan Eligibility	Student may continue to receive student financial aid. Student loans will be reduced or suspended for one year. Student loan reinstatement is contingent upon the student showing evidence that their academic standing improved even though they were noncompliant.
Financial Aid Suspension	Student no longer eligible for the period of one year. Student must enroll and pay for classes out of pocket. Reinstatement is contingent upon the students showing evidence that their academic status has improved and in compliance with the University's Satisfactory Academic Progress Policy.

Step 3: Financial Aid Counselor will communicate the decision to the student via a letter and/or University email.

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