



## GRAND RAPIDS COMMUNITY COLLEGE FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY

Federal regulations require students to make satisfactory academic progress toward the completion of a Certificate or Associate Degree to be eligible for financial aid. Satisfactory Academic Progress (SAP) for financial aid applicants is applied after students have attempted at least 12 credits at GRCC. (Progress at institutions other than GRCC will not be considered.) Satisfactory Academic Progress will be reviewed at the end of the Winter Semester.

### STANDARDS OF SATISFACTORY ACADEMIC PROGRESS

A. Students must maintain a cumulative grade point average of not less than the following:

| <u>Credit Hours<br/>Attempted</u> | <u>Minimum Cumulative<br/>GPA Required</u> |
|-----------------------------------|--|
| 1 - 14                            | 1.50                                       |
| 15 - 28                           | 1.75                                       |
| 29 and above                      | 2.00                                       |

B. Students must complete, with a passing grade, a minimum of 65% of all the credit hours attempted at GRCC, whether or not financial aid was received for those attempted credits.

1. Grades of A, A-, B+, B, B-, C+, C, C-, D+, D and D- are considered passing.
2. Grades of E, I, X, V, W, WP, WF, NS and N are not considered passing, and must be considered attempted credits.
3. If a student repeats a course, the lower grade is not considered passing and the higher grade is considered passing (if the higher grade is one of the grades in item 1 above).
4. Noncredit remedial course work is not included in the number of credits attempted or completed.

C. Satisfactory Academic Progress also requires that financial aid recipients complete their Associate Degree or Certificate within the time frame which, by federal regulation, is 150% of the published length of the program. For example, if a student is in an Associate Degree program that requires 62 credits, the degree must be completed in a maximum of 150% of 62 credits, or 93 credits including both attempted and completed. (Students should consult the GRCC Catalog to find the number of credits required in their Degree or Certificate program, then multiply that number by 1.5 to determine the maximum number of credits).

1. When students have attempted the maximum number of credits, financial aid will be terminated.
2. All credits attempted **must** be taken into consideration when determining the maximum number of credits, whether or not students received aid for those attempted credits.

3. All grades listed in Section B, Items 1 and 2 above, and repeated courses must be counted in determining the maximum number of credits.
4. Credits accepted from transfer institutions must be included in the total attempted credits.

FINANCIAL AID SUSPENSION: Students not meeting the Satisfactory Academic Progress requirements at the end of the Winter Semester will be placed on financial aid suspension. Students on suspension are not eligible to receive any type of financial aid.

SUSPENSION APPEALS: If students fail to meet Satisfactory Academic Progress guidelines due to circumstances beyond their reasonable control, they may appeal their suspension. All appeals must be submitted in writing on the Satisfactory Academic Progress Appeal Form to the Financial Aid Office. Students submitting appeals should state the reasons why satisfactory academic progress was not made and discuss actions that have been or will be taken to make satisfactory progress in the future. **Neutral third party documentation supporting the reasons for the appeal must be attached or the appeal will be denied. Statements from family members and friends are not considered neutral and will not be accepted.** Unusual circumstances beyond the reasonable control of the student, such as injury or illness, death of a relative, or other special circumstances may be grounds for a successful appeal.

Appeals must be received no later than one week before the semester begins. Appeals received after that time will be considered to be appeals for the following semester, unless the student has registered and paid for their classes and the mid-point of the semester has not passed. If an appeal is approved, the student will be placed on probation on a semester-by-semester basis until they meet the SAP requirements.

REINSTATEMENT OF FINANCIAL AID: Students will be taken off suspension and considered for financial aid after they have earned the minimum required GPA and have successfully completed at least 65% of their attempted credits at their own expense. Students will also be considered for financial aid after notifying the Financial Aid Office of their successful completion of twelve consecutive credits at GRCC.