

**SAINT ANTHONY COLLEGE OF NURSING - ROCKFORD, ILLINOIS**

**POLICY #G390 (New policy)**

**TITLE: STANDARDS OF ACADEMIC PROGRESS FOR GRADUATE STUDENS RECEIVING FINANCIAL AID**

This policy is to ensure compliance with Title 34, Section 668.34, Department of Education Federal Regulations. At the end of each semester, all students receiving monies from any U.S. Department of Education Title IV programs are reviewed to certify they have met the minimum Standards of Academic Progress (SAP).

Hours attempted are defined as the total credit hours in which a student is enrolled on the first day of any semester. Grades of W, WP, and W-F will be included in the calculation as hours attempted when measuring satisfactory academic progress. All hours taken at SACN, regardless of financial aid status at that time, are included in this calculation. Credits that transfer from another institution to meet SACN requirements will also be used in the calculation. Pace is calculated by dividing cumulative hours completed by cumulative hours attempted.

**FINANCIAL AID WARNING**

A student will be placed on SAP Warning if the student fails to:

1. Earn at least a "B" in all courses taken to meet SACN graduation requirements.

Student may continue to receive U.S. Department of Education Title IV assistance for on semester (one time only). No appeal or other action is required.

**FINANCIAL AID SUSPENSION/PROBATION:**

1. Fails to progress toward their degree at a minimum pace of 67%.
2. Fails to complete the degree after attempting 50% more credits at SACN than required for the degree.

Student may appeal Financial Aid Suspension to the Financial Aid Committee. (The decision of the Financial Aid Committee is final).

Appeal Process: The student will be notified by certified mail that his/her financial aid has been suspended. If a student wishes to appeal, the student may write a letter of appeal. The appeal letter must be received by the Financial Aid Office within one week of the date on the Financial Aid Suspension letter. The appeal letter must include: why the student failed to make SAP and what has changed that will allow the student to make SAP at the next evaluation. If approved, the student will be placed on Financial Aid Probation. The student will have one semester to re-establish their SAP requirements. The Financial Aid Committee may allow for an extended time period if the academic plan necessitates it.

Letters can be mailed/delivered to the Financial Aid Office, 5658 East State Street, Rockford IL 61108-2468.