Federal regulations require that financial aid recipients maintain satisfactory academic progress in a program of study that leads to a degree, certification or transfer program.

The Academic and Financial Aid SAP policies at Rochester College are one and the same. Students may be labeled with Financial Aid actions, regardless of whether or not they are financial aid recipients.

The following minimum requirements are used to measure a student’s Satisfactory Academic Progress (SAP) towards the completion of a degree or certificate. These minimum requirements are:

A. Cumulative Grade Point Average (CGPA) consistent with graduation requirements: 2.0
B. Cumulative Completion Rate (CCR) of 67%, determined as follows:

Cumulative Credits Completed
Cumulative Credits Attempted

Cumulative Credits Completed does not include: hours with “F” Failing, “W” Withdrawal, or “I” Incomplete grade reports.

Cumulative Attempted Hours includes: successfully completed hours, accepted transfer hours, courses previously taken and repeated, hours with “W”s, “F”s, or “I”s in grade reports.

Courses not considered hours attempted or completed when calculating SAP include: audited and remedial courses.

C. Duration of eligibility, which is up to 150% of the program’s length.

A student must complete the requirements for the degree within 150% of the time it normally takes to complete the degree. Once a student has attempted 150% of the minimum credits required to graduate, they are no longer eligible for financial aid.

Traditional Student Example: 128 credits required for a degree X 150% = 192 credit hours a student may attempt while working on the degree.

CEL Student Example: 120 credits required for a degree X 150% = 180 credit hours a student may attempt while working on the degree.

MONITORING THE MINIMUM SAP REQUIREMENTS

At the end of each semester (including summer), the Registrar and Student Financial Services offices will review the student’s file to determine if the student is meeting Satisfactory Academic Progress requirements.

Note: Students will be notified in writing that a financial aid action has been taken. Financial Aid action notices will be distributed after final grades are reported for the semester.

A. Cumulative Grade Point Average (CGPA)
Failing to maintain the required minimum 2.0 CGPA will result in the actions described below.

B. Cumulative Completion Rate (CCR)
In addition to maintaining the required minimum CGPA of 2.0 a student must also maintain a minimum completion rate of hours attempted at 67%. At the end of each semester (including summer), the Student Financial Services office will determine the CCR for each student. Attempted credits are defined as credits the student is enrolled in at the end of the official drop/add period.

C. Duration of Eligibility—150% of the program’s length
A student must complete the requirements for the degree within 150% of the time it normally takes to complete the degree. Once a student has attempted 150% of the minimum credits required to graduate, they are no longer eligible for financial aid. However, if there are extenuating circumstances, the student may file an appeal.

Traditional Student Example: 128 semester hours required for a degree X 150% = 192 semester hours a student may attempt while working on the degree.
CEL Student Example: 120 semester hours required for a degree X 150% = 180 semester hours a student may attempt while working on the degree.

Academic Alert

Academic Alert applies only to students new to Rochester College who are admitted, but who do not meet the unconditional admission requirements due to high school GPA or ACT/SAT Scores. Traditional students on Academic Alert must participate in ACE lab workshops on study skills in the first weeks of the semester and take no more than 15 credit hours. Attendance at ACE lab workshops will be a significant factor in the outcome of appeals to remain eligible for financial aid.

To achieve a status of “good standing,” students must earn a CGPA of 2.0 or higher. Students who do not meet the minimum CGPA requirement of 2.0 during the first semester after being admitted on Academic Alert are placed on Financial Aid Warning.

Financial Aid Actions

1. Financial Aid Warning: Students on Academic Alert and all other students who do not meet the Satisfactory Academic Progress standards are placed on Financial Aid Warning.

   Traditional students on Financial Aid Warning must spend an average of two hours per week in the ACE lab working with an ACE lab tutor on a designated assignment and take no more than 12 credit hours, and, if employed by Rochester College, will not be eligible for on-campus work until cleared of all actions.

   To be reinstated to a status of “good standing,” students must meet Satisfactory Academic Progress standards.

2. Financial Aid Probation: Students who do not meet Satisfactory Academic Progress Standards the semester after they were placed on Financial Aid Warning will be ineligible for financial aid. The student may appeal and go on an “academic plan” and be granted Financial Aid Probation. Traditional students on Financial Aid Probation must spend an average of two hours per week in the ACE lab working with an ACE lab tutor on a designated assignment and take no more than 12 credit hours, and, if employed by Rochester College, will not be eligible for on-campus work until cleared of all actions.

3. Students will be eligible for financial aid while on Financial Aid Probation.

4. Financial Aid Suspension: Students who do not meet the minimum Satisfactory Academic Progress Standards the semester after being placed on Financial Aid Warning or students who do not adhere to the “academic plan” set for them by their academic advisor the semester after being placed on Financial Aid Probation are placed on Financial Aid Suspension.

   Students who are on Financial Aid Suspension may enroll for up to 6 hours of credits during the suspension semester; however, they are not eligible for financial aid from government or college sources.

   To be reinstated to “good standing” status, students must meet all three minimum requirements (GPA, CCR, Duration).

5. Good Standing: Student meets 2.0 CGPA, 67% CCR, 150% duration requirements.

PROGRAMS AFFECTED

Students on Financial Aid Suspension may not receive financial aid including, but not limited to, the following programs:

- Federal Aid (Pell Grant, Supplemental Grant, SMART, Work study, Stafford Loans, Perkins Loan, Parent PLUS loan, Grad PLUS loan).
- Any institutional scholarships
- Any private/endowed scholarships with GPA or SAP requirement, if the student fails to meet the requirement

APPEAL PROCESS

To be placed on Financial Aid Probation, students must appeal, explain their failure to meet SAP, and describe what has changed to allow them now to regain SAP. They must submit documentation from their academic advisor supporting the appeal. An academic plan must be agreed to by the student and an academic official. Students should be prepared to seek other options if the appeal is not approved. Students who have faced extraordinary circumstances may appeal if placed on Financial Aid Suspension. Documentation of circumstances is required.
REPEATED COURSES
Courses that are repeated for which the student previously received a grade of “F” or “W” will count in the calculation of hours attempted. The grade from the first attempt will not be included in calculating the CGPA.

Courses that are repeated for which the student previously received a passing grade will count ONCE toward determining financial aid eligibility during the semester taken, and all repeated coursework will count toward cumulative attempted hours. Example 1: A student takes four 3-credit hour courses in a given semester (12 credit hours total). One course is a repeat (ONCE) of a successfully completed course. Subsequently, the financial aid determination for that semester will be based on 12 credit hours. Example 2: A student takes four 3-credit hour courses in a given semester (12 credit hours total). One course is a repeat of an already repeated successfully completed course. Subsequently, the financial aid determination for that semester will be based on 9 credit hours.

CHANGE OF DEGREE PLAN
Students wishing to change their degree plan should notify the Student Financial Services office about making a determination of eligibility for the new program of study. The SAP determination for the new degree will include the grades and credits attempted/earned that can be transferred into the new degree.

ADDITIONAL DEGREE
Students wishing to seek an additional degree should receive degree approval from the Academic Services Office and then notify the Student Financial Services office to make a determination of eligibility for the additional program of study. The SAP determination for the degree will include the credits attempted/earned that can be transferred into the additional degree.

TRANSFER CREDITS
Transfer credits earned at another institution that are accepted at RC toward the degree a student is currently pursuing shall be used in computing the total credits attempted and earned but will not be used in determining the CGPA.

Transfer credit may apply toward a traditional degree but is limited to no more than 34 semester hours toward the Associate’s degree and 98 hours toward the Bachelor’s degree. In the Center for Extended Learning, up to 47 semester hours may transfer toward an Associate’s degree and up to 90 semester hours may be transferred toward the Bachelor’s degree completion program. For any degree, at least 50% of a student’s major core must be earned at Rochester College.