

## **DMGS SAP POLICY**

Federal Regulations require all institutions of higher education to monitor Satisfactory Academic Progress (SAP) and ensure that students receiving financial aid are making progress towards degree completion. Your academic performance is reviewed at the end of each semester to verify that you have completed the required number of hours (pace), maintained the minimum grade point average, and have not exceeded the maximum number of cumulative attempted hours allowed.

### **Satisfactory Academic Progress Requirements:**

Grade Point Average: Students must maintain a minimum of a 3.00 cumulative GPA (CGPA).

Rate of Completion: A student must successfully complete at least 67% of the credit hours attempted. Graduate courses in which grades of A, B or P have been earned are considered to be successfully completed. Enrollments resulting in the grades of a C, D or F , Withdrawals (W), Incompletes (I), and courses are not considered successfully completed but will be counted in the hours attempted.

Maximum Timeframe Requirement: Federal law limits the maximum timeframe for which a student can receive federal financial aid including student loans. To continue to be eligible for federal aid, total hours attempted must not have exceeded 150 percent of credits needed to complete your degree program.

Transfer Credit Hours, Repeated Courses and Audits: Accepted transfer credit hours are counted as both earned and completed credit hours. Repeated courses will count both time in attempted hours. Audit courses are not used for any financial aid purpose.

### Financial Aid Warning:

Eligibility is evaluated at the end of each semester. If a student does not maintain a minimum of a cumulative GPA (CGPA) of 3.0 and/or does not maintain a minimum of a

67% completion rate they will be placed on financial aid warning for the next term of enrollment.

Financial Aid Probation:

Students with an approved appeal will be placed on financial aid probation for one semester. An academic plan will be required in some circumstances. This is designed to assist you plan for and experience future academic success. Students may receive additional terms of financial aid while on probation if academic plan standards are being met. The Office of Financial Aid and Scholarships will outline, explain and monitor the requirements with students.

Academic Plan - Each term you must receive a passing grade in all of your courses (without dropping any courses) and earn a term GPA of 3.0 or better. This plan continues through the end of the academic year or until you are meeting all requirements of DMGS's SAP standards.

Appeals Procedures - Appeals must be submitted to the Financial Aid and Scholarships Office. Special circumstances include but are not limited to documented situations such as medical circumstances, death of a family member or a personal or family crisis. In some circumstances students will be required to work with Student Services staff to create an academic plan to outline steps for future academic success. The Financial Aid and Scholarships Office's appeal decisions are final and cannot be overturned by the U.S. Department of Education.

Denial - Your appeal may be denied based on insufficient detail, documentation, or evidence of academic or personal difficulties being addressed or resolved.

Student Notification: Students will be notified of their SAP status by email.