



OP 30.08: SATISFACTORY ACADEMIC PROGRESS

PURPOSE

To define reasonable standards for measuring academic progress in order for students to remain eligible for financial aid under Title IV.

POLICY

Mississippi State University (MSU), as required by federal regulations, monitors minimum standards of Satisfactory Academic Progress (SAP) as it relates to each student's eligibility to receive federal student aid funds, including grants, loans and work-study, and the Sumner's Grant program funds.

In general, schools must measure students' progress by using the following criteria.

Qualitative Standard:

1. Minimum grade point average (GPA)

Quantitative standards: (PACE)

2. the maximum time-frame a student has to complete a degree,
3. a minimum percentage of courses attempted must be passed, and
4. a maximum number of courses from which a student is allowed to withdraw or drop.

The quantitative and qualitative standards used to evaluate academic progress includes all periods of the student's enrollment, even period in which the student did not receive federal student aid funds.

Even though some aspects of this SAP Policy are similar to the MSU Academic Standing Policy governing academic probation, suspension and dismissal, the SAP policy should not be confused with the Academic Standing Policy. The specific criteria a student must meet in order to be considered making satisfactory academic progress toward a degree for the purpose of receiving student aid funds are listed below. In calculating a student's academic progress for federal aid eligibility, schools are not allowed to ignore attempted or earned grades from previously enrolled periods. The removal of an academic "hold" or a decision based upon an academic forgiveness policy or an appeal in which a student, who is otherwise suspended or dismissed, is allowed by MSU to register for classes does not imply the reinstatement of student aid eligibility.

Any student who loses eligibility for student aid funds based upon these SAP Policy standards has the right to appeal. Please refer to the [Satisfactory Academic Progress Appeal Process](#).

PROCEDURE

Policies related to SAP:

[Undergraduate Students Enrolled in a First Baccalaureate Degree Program](#)

[Undergraduate Students Enrolled in a Subsequent Bachelor's Degree Program](#)

[Graduate Students \(Master's Degree\)](#)

[Graduate Students \(Doctoral Degree\)](#)

[Access Program](#)

[Course Repetition, Withdrawals, Incompletes, Transfer Credits, Changes in Major,](#)

[Remedial Courses](#)

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[Frequency of SAP Evaluations](#)

[Regaining Student Aid Eligibility](#)

[Satisfactory Academic Progress Appeal Process](#)

[Financial Aid Probation Term Information](#)

The following SAP procedures can be viewed online at:

<https://www.sfa.msstate.edu/policies/satisfactory-academic-progress/>

Financial Aid Suspension Information

Financial Aid Probation Term Information

SAP Academic Plan

SAP Appeal Form

Satisfactory Academic Progress Appeal Information

Satisfactory Academic Progress Terminology

SAP Max-time/hours Information

Undergraduate Students Enrolled in a First Baccalaureate Degree Program

I. Qualitative Standard

The MSU grade point average listed below applies to all students enrolled at MSU.

Students must maintain a minimum cumulative GPA on courses taken at MSU as

listed below.

<u>Class</u>	<u>Earned Hours</u>	<u>MSU Cumulative GPA</u>
Freshman	29 or fewer semester hours	1.6
Sophomore	30-59 semester hours	1.8
Junior	60-89 semester hours	2.0
Senior	90 or more semester hours	2.0

Class and MSU GPA requirements are determined by the University Registrar and the Division of Academic Affairs at MSU and are subject to change. Class (freshman, sophomore, etc.) is currently determined by using all GPA hours completed by each student, including transfer work. The MSU GPA calculation does not use course work transferred in from other institutions or MSU remedial/developmental courses, or courses graded in a pass/fail mode.

If at the time of the SAP evaluation, student has not achieved the required GPA, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students can regain eligibility for student aid funds once the MSU GPA requirements have been met.

II. Quantitative Standards

- A. **Maximum Time Frame (Hours):** Students are expected to complete the requirements for a degree within a reasonable time frame. For this standard, the allowable time is based upon the number of hours each student attempts.

The maximum number of hours a student is allowed to attempt for a first bachelor degree program is 150% of the minimum number of hours required to graduate in a specific major. For example: If 120 hours of course work is required to complete the degree, then a student can attempt a maximum of 180 hours (120 X 150%). This includes all course work attempted at MSU, including credit courses, remedial/developmental courses, pass/fail courses, and all transfer work from other institutions that is accepted by MSU.

Students who exceed the maximum allowable time frame (hours) to complete their degree program are no longer eligible to receive financial aid. Federal regulations also state that a student becomes ineligible for financial aid whenever it becomes mathematically impossible to complete degree program without exceeding the maximum time frame/hours.

If at the time of the SAP evaluation, student is not meeting maximum time frame (hours) standards, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for student aid by submitting a successful SAP Appeal.

- B. **Completion Rate or Pace:** Students must also pass a minimum percentage of course work attempted. For this standard students must pass a minimum of 67% of all hours attempted that are counted in the calculation of the grade point average.

If at the time of the SAP evaluation, student is not meeting completion rate standards, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can regain student aid eligibility once the 67% minimum pace has been achieved. Pace is calculated by dividing the cumulative number of hours a student has successfully completed (earned) by the cumulative number of hours a student has attempted.

- C. **Withdrawals:** Withdrawal hours are assigned when a student withdraws from a class after the drop period. Excessive withdrawals and/or dropped courses indicate a lack of progression toward a degree. Students must not exceed a total of 30 hours of MSU course work in which grades of "W" are received.

If at the time of the SAP evaluation, student has exceed allowable withdrawal hours, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Additional information about MSU's Withdrawal Policy can be viewed at <http://www.catalog.msstate.edu/undergraduate/academicpolicies/withdrawal/>. When a federal student aid recipient withdraws (officially or unofficially) after attending at least the first class day, the university will return a prorated portion of funds received based upon a federally required calculation. Information on how withdrawals will impact financial aid you may have already received can be viewed at <https://www.sfa.msstate.edu/policies/withdrawal-from-school/>.

- D. Enrollment Hours:** Many student aid programs require a student to enroll at least half-time (6 hours) for each semester the award is received. Students who enroll for the minimum number of hours and receive a federal student aid disbursement that requires a minimum of half-time enrollment must not drop below the 6 credit hour minimum prior to the last day to register (during the add/drop period) for both the Fall and Spring terms of the school year. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Undergraduate Students Enrolled in a Subsequent Bachelor's Degree Program

I. Qualitative Standard

Students must maintain a minimum 2.0 Cumulative GPA on course work taken at MSU. The MSU GPA requirements are determined by the University Registrar and the Division of Academic Affairs at MSU and are subject to change. The MSU GPA calculation does not use coursework transferred in from another institution or MSU remedial/developmental courses, or courses taken in a pass/fail mode.

If at the time of the SAP evaluation, student has not achieved the required GPA, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students can regain eligibility for student aid funds once the MSU GPA requirements have been met.

II. Quantitative Standards

- A. Maximum Time Frame:** Students are expected to complete the requirements for the degree program within a reasonable time frame. Each student will be allowed two calendar years to complete the subsequent Bachelor's degree program from the date the student was admitted into the degree program. Students enrolled in a five year program (Architecture or International Business) will be allowed three years to complete the program.

Students who exceed the maximum allowable time frame to complete their degree program are no longer eligible to receive financial aid. Federal regulations also state that a student becomes ineligible for financial aid whenever it becomes mathematically impossible to complete degree program without exceeding the maximum time frame.

If at the time of the SAP evaluation, student is not meeting maximum time-frame standards, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for student aid by submitting a successful SAP Appeal.

B. Completion Rate or Pace: Students must also pass a minimum percentage of course work attempted. For this standard students must pass a minimum of 67% of all hours attempted that are counted in the calculation of the Grade Point Average (GPA). If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can regain student aid eligibility once the 67% minimum pace has been achieved. Pace is calculated by dividing the cumulative number of hours a student has successfully completed by the cumulative number of hours a student has attempted.

C. Withdrawals: Withdrawal hours are assigned when a student withdraws from a class after the drop period. Excessive withdrawals and/or dropped courses indicate a lack of progression toward a degree. Students must not exceed a total of 15 hours of coursework in which grades of "W" are received. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Additional information about MSU's Withdrawal Policy can be viewed at <http://www.catalog.msstate.edu/undergraduate/academicpolicies/withdrawal/>. When a federal student aid recipient withdraws (officially or unofficially) after attending at least the first class day, the university will return a prorated portion of funds received based upon a federally required calculation. Information on how withdrawals will impact financial aid you may have already received can be viewed at <https://www.sfa.msstate.edu/policies/withdrawal-from-school/>.

D. Enrollment Hours: Many student aid programs require a student to enroll at least half-time (6 hours) for each semester the award is received. Students who enroll for the minimum number of hours and receive a federal student aid disbursement that requires a minimum of half-time enrollment must not drop below the 6 credit hour minimum prior to the last day to register (during the add/drop period) for both the Fall and Spring terms of the school year. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Graduate Students (Master's Degree)

I. Qualitative Standard

Graduate students enrolled in a master's program must maintain a cumulative MSU grade point average of 3.0. The MSU GPA requirements are determined by the University Registrar and the Division of Academic Affairs at MSU and are subject to change. The MSU GPA calculation does not include coursework transferred in from another institution.

If at the time of the SAP evaluation, student has not achieved the required GPA, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students can regain eligibility for student aid funds once the MSU GPA requirements have been met.

II. Quantitative Standards

- A. **Maximum Time Frame:** Graduate students working on a Master's Degree or Educational Specialist Degree must complete the degree within the time frame allowed by the Graduate School which is currently eight years from initial entry.

Students who exceed the maximum allowable time frame to complete their degree program are no longer eligible to receive financial aid. Federal regulations also state that a student becomes ineligible for financial aid whenever it becomes mathematically impossible to complete degree program without exceeding the maximum time frame/hours.

If at the time of the SAP evaluation, student is not meeting maximum time-frame standards, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for student aid by submitting a successful SAP Appeal.

- B. **Withdrawals:** Withdrawal hours are assigned when a student withdraws from a class after the drop period. Excessive withdrawals and/or dropped courses indicate a lack of progression toward a degree. Students must not exceed a total of 15 hours of coursework taken after admission into the Graduate Master's Program in which grades of "W" are received. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Additional information about MSU's Withdrawal Policy can be viewed at <http://www.catalog.msstate.edu/undergraduate/academicpolicies/withdrawal/>. When a federal student aid recipient withdraws (officially or unofficially) after attending

at least the first class day, the university will return a prorated portion of funds received based upon a federally required calculation. Information on how withdrawals will impact financial aid you may have already received can be viewed at <https://www.sfa.msstate.edu/policies/withdrawal-from-school/>.

- C. **Enrollment Hours:** Federal regulations require a student to enroll in a minimum number of credit hours per term in order to receive a federal student aid disbursement. Federal student aid recipients attending MSU in a graduate program must enroll for at least 5 credit hours per term. Students who enroll for the minimum number of hours and receive a federal student aid disbursement that requires a minimum of 5 hours of enrollment must not drop below the 5 credit hour minimum prior to the last day to register (during the add/drop period) for both the Fall and Spring terms of the school year. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Graduate Students (Doctoral Degree)

I. Qualitative Standard

Graduate students enrolled in a Doctoral program must maintain a cumulative MSU grade point average of 3.0. The MSU GPA requirements are determined by the University Registrar and the Division of Academic Affairs at MSU and are subject to change. The MSU GPA calculation does not include course work transferred in from another institution.

If at the time of the SAP evaluation, student has not achieved the required GPA, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students can regain eligibility for student aid funds once the MSU GPA requirements have been met.

Students enrolled in the Doctor of Veterinary Medicine (DVM) program are required to maintain a cumulative grade point average of 2.0 or better to remain in good standing.

II. Quantitative Standards

- A. **Maximum Time Frame:** Graduate students working on a Doctoral Degree must complete the degree within the time frame allowed by the Graduate School which is currently five years after passing the preliminary/comprehensive examination. Students enrolled in the Doctor of Veterinary Medicine (DVM) program are required to complete the degree program within the time frame allowed by the Graduate School which is currently five years.

Students who exceed the maximum allowable time frame to complete their degree program are no longer eligible to receive financial aid. Federal regulations also state

that a student becomes ineligible for financial aid whenever it becomes mathematically impossible to complete degree program without exceeding the maximum time frame/hours.

If at the time of the SAP evaluation, student is not meeting maximum time-frame standards, s/he is no longer eligible to receive financial aid assistance. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for student aid by submitting a successful SAP Appeal.

- B. Withdrawals:** Withdrawal hours are assigned when a student withdraws from a class after the drop period. Excessive withdrawals and/or dropped courses indicate a lack of progression toward the degree. Students must not exceed a total of 15 hours of coursework taken after admission into the Graduate Doctoral Program in which grades of "W" are received. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

Additional information about MSU's Withdrawal Policy can be viewed at <http://www.catalog.msstate.edu/undergraduate/academicpolicies/withdrawal/>. When a federal student aid recipient withdraws (officially or unofficially) after attending at least the first class day, the university will return a prorated portion of funds received based upon a federally required calculation. Information on how withdrawals will impact financial aid you may have already received can be viewed at <https://www.sfa.msstate.edu/policies/withdrawal-from-school/>.

- C. Enrollment Hours:** Federal regulations require a student to enroll in a minimum number of credit hours per term in order to receive a federal student aid disbursement. Federal student aid recipients attending MSU in a graduate program must enroll for at least 5 credit hours per term. Students who enroll for the minimum number of hours and receive a federal student aid disbursement that requires a minimum of 5 hours of enrollment must not drop below the 5 credit hour minimum prior to the last day to register (during the add/drop period) for both the Fall and Spring terms of the school year. If all other eligibility criteria have been met, students who lose student aid eligibility due to this standard can only regain eligibility for aid by submitting a successful SAP Appeal.

ACCESS Program

In accordance with federal regulations, students who (1) are enrolled or accepted for enrollment in a comprehensive transition and postsecondary (CTP) program for students with intellectual disabilities at an institution of higher education (a college or career school) that participates in the federal student aid programs, (2) are maintaining satisfactory academic progress towards a certificate of completion, and (3) meet the basic federal student aid eligibility requirements are eligible to receive financial aid.

The qualitative and quantitative SAP standards will be checked annually at the end of each spring semester. Students who fail to make satisfactory academic progress at the annual SAP evaluation will be placed on financial aid suspension and will not be eligible for federal student aid (unless they have an approved appeal). Federal regulation specifies that a warning semester is not permissible for schools who evaluate SAP annually, therefore, any student who fails to meet SAP at the annual review will be placed on financial aid suspension without a warning semester. At the end of the annual SAP evaluation, students who fail to meet the minimum SAP policy requirements will be notified via their official MSU email address with information on how their current SAP status will impact their student eligibility for federal student aid.

ACCESS SAP follows the general framework of the MSU SAP policy, while maintaining an individualized approach with ACCESS students. ACCESS Students must maintain full time status (a minimum of 12 hours per semester) as a requirement of the ACCESS program to complete the 96 hours of required coursework.

I. Qualitative Standard

Credit-Bearing Coursework. Students taking MSU credit-bearing courses are held to the same standards and graded on the same scale as their college peers. As required by the Americans with Disabilities Act (ADA), students in the ACCESS program who require reasonable accommodations receive them as long as they do not change the content or grading of the course. Students desiring accommodations must register with MSU Disability Support Services.

Audited and ACCESS Coursework. Determination of Satisfactory Academic Progress (SAP) for ACCESS is based on student attendance, conduct in class, class participation, and classroom assignments. ACCESS students auditing a course may receive a grade of Satisfactory (S) or Unsatisfactory (U). Grades of (S) and (U) are based on cumulative points earned in the class. For students who are auditing classes, their goals are determined and agreed upon through the partnership of the student, the student’s professors, and the ACCESS coordinator. Students and instructors sign learning agreements that codify requirements, expectations, and any needed modifications. Course content and assignment modifications are determined and individualized based on the student’s goals. The following table illustrates the requirements for achieving SAP in both audited and ACCESS classes:

Goal 1 - Class Participation	20 points
Goal 2 - Classroom Conduct	20 points
Goal 3 - Classroom Assignments	40 points
Goal 4 - Attendance	20 points

A grade of Satisfactory (S) is given to students who earn a cumulative of 70 points or more, which has equivalence to a 2.0 GPA.

Satisfactory “A” - 89.99-100

Satisfactory “B” - 79.99-89.98

Satisfactory “C” - 69.99-79.98

A grade of Unsatisfactory (U) is given to students who earn a cumulative of 69.99 points or less.

Unsatisfactory “D” - 59.99-69.98

Class Participation: Students are encouraged to participate in all classroom lectures and discussions. Students are expected to complete in-class assignments, participate in group discussion, and willingly answer questions when called on.

Grading/ Point Scale for Class Participation:

Total of 5 points can be awarded each day; weight is determined by the number of classes in a semester. (Each one of the following is worth one point)

- Student asked the instructor to complete the required check-in forms
- Student was prepared for class/lab (e.g., had notebook, datebook, jump drive, homework, etc.)
- Student participated in discussion relevant to course lecture or lab activities
- Student actively worked on assignments during class/lab time
- Student was not distracted by a cell phone

Classroom Conduct: ACCESS students are expected to follow the MSU code of conduct (OP 91.100: Code of Student Conduct); conduct themselves with civility during class; and respect the instructor, ACCESS staff, and each other. ACCESS students are also expected to have a good attitude, stay awake in class, and demonstrate overall appropriate classroom behavior.

Grading/ Point Scale for Classroom Conduct:

Total of 5 points can be awarded each day; weight is determined by the number of classes in a semester. (Each one is worth one point)

- Student was respectful to the instructor, ACCESS Staff, mentors, and peers
- Student followed instructions without excessive prompting
- Student displayed a good attitude towards working and with others
- Student demonstrated overall appropriate classroom behavior (e.g., being rowdy, acting out, treating classmates poorly)
- Student did his/her own work

If the student is asked to leave class based on misconduct, he/she receives an automatic 0 for conduct for that class day.

Completion of Assignments: Students are expected to accomplish the agreed-upon goals specified in learning agreements. Assignments total 40 points of the student’s final grade in a given ACCESS or audited course. Each assignment has its own rubric.

Attendance: Students are expected to attend classes and arrive on time in order to receive a satisfactory grade. Students may have no more than three absences without a doctor’s note. The grading scale for attendance includes Present (P), Absent (A), and/or Tardy (T). Students receive an absence for every 3 tardies they accumulate. To calculate a student’s score, the ACCESS Coordinator uses the following formula: (days present + days tardy) - (days absent + tardies converted to absences). This number is then multiplied by .645, which is 20 total points divided by 31 total class meetings) to get the final number of points for attendance.

ACCESS students who earn a “U” in a course are placed on probation. ACCESS students who earn a second “U” in a course are placed on financial aid suspension and is suspended from the ACCESS program. Similarly, a second withdrawal results in the student being placed on financial aid suspension and being suspended from the ACCESS program. Students who are placed on suspension have the right to appeal.

Class	Hours Earned	GPA
Freshman	29 or fewer hours	1.6
Sophomore	30-59 semester hours	1.8
Junior	60-89 semester hours	2.0
Senior	90 or more semester hours	2.0

II. Quantitative Standards

- A. **Maximum Time Frame:** Students are expected to complete the requirements for a degree within a reasonable time frame. For this standard, the allowable time is based upon the number of hours each student attempts.

The maximum number of hours a student is allowed to attempt for a first bachelor degree program is 150% of the minimum number of hours required to graduate in a specific major. For example: If 120 hours of course work is required to complete the

degree, then a student can attempt a maximum of 180 hours (120 X 150%). This includes all course work attempted at MSU, including credit courses, remedial/developmental courses, pass/fail courses, and all transfer work from other institutions that is accepted by MSU.

B. Completion Rate or Pace: Students must also pass a minimum percentage of course work attempted. For this standard, students must pass a minimum of 67% of all hours attempted that are counted in the calculation of the Grade Point Average (GPA). Students who lose student aid eligibility due to this standard can regain aid eligibility once the 67% minimum has been achieved.

C. Withdrawals: Excessive withdrawals from courses indicates a lack of progression toward a degree. Students must not exceed a total of 2 courses in which grades of "W" are received.

SAP Impact of Course Repetition, Incompletes, Transfer Credits, Changes in Major, Remedial courses

Additional information about MSU's policy on Credit, Grades, and Academic Standing can be viewed online at <http://www.catalog.msstate.edu/undergraduate/academicpolicies/creditsgradesandstanding/>.

Course Repetition

Repeat credits are applied when a student repeats a course in order to improve a grade. Students are allowed to repeat a previously passed course and have it count toward enrollment for financial aid eligibility only once. Each attempt at the course, however, will count toward a student's pace and maximum time frame. A student may repeat a class as allowed by the MSU Repeat Policy (<http://www.msstate.edu/dept/audit/PDF/1236.pdf>).

Incompletes

Incomplete (I) is a temporary grade that is assigned only in exceptional circumstances. It will be given only to students who cannot complete the work of a course on schedule because of illness or other circumstances beyond their control.

MSU's Policy for Grades and Quality Points (including the incomplete grades) is available online at <http://catalog.msstate.edu/undergraduate/academicpolicies/creditsgradesandstanding/gradesandqualitypoints/>

If an incomplete grade is finalized after the SAP evaluation, the final grade will not be factored into the student's SAP calculations until the next SAP evaluation.

Transfer Credits

Coursework taken at another institution that is accepted as transfer credit by MSU will count as both attempted and completed credit hours toward pace and maximum

time frame. Students who exceed the maximum time frame/hours can submit a SAP Appeal to determine if their aid can be reinstated.

Changes in Major

Students who have changed majors or are pursuing a double major may reach their maximum time frame/hours before their program of study is complete. All credits attempted are calculated in the SAP evaluation (quantitative, qualitative, and maximum time frame).

Remedial Courses

Remedial Courses taken at MSU neither count toward a degree nor are they computed in a student's grade point average. However, they will count towards a student's attempted hours.

Academic Amnesty

In calculating a student's academic progress for federal aid eligibility, federal regulations prohibits schools from omitting attempted or earned grades from previously enrolled periods due to academic amnesty. All courses that have been attempted and completed (including transfer hours) will count towards overall hours and will be part of the SAP evaluation (both quantitative and qualitative components). Therefore, it is possible for a student that has been granted amnesty, to be placed on financial aid suspension. Any student who loses eligibility for student aid funds based upon these SAP Policy standards has the right to appeal. Please refer to the [Satisfactory Academic Progress Appeal Process](#). MSU's Academic Standing Policy can be viewed online at <http://www.catalog.msstate.edu/undergraduate/academicpolicies/creditsgradesandstanding/academicstanding/>.

Frequency of SAP evaluation

In accordance with federal regulations, students must successfully make satisfactory academic progress towards a degree in order to receive financial aid. The qualitative and quantitative SAP standards will be checked annually at the end of each spring term. Students who fail to make satisfactory academic progress at the annual SAP evaluation will be placed on financial aid suspension and will not be eligible for federal student aid (unless they have an approved appeal). Federal regulation specifies that a warning semester is not permissible for schools who evaluate SAP annually, therefore, any student who fails to meet SAP at the annual review will be placed on financial aid suspension without a warning semester. At the end of the annual SAP evaluation, students who fail to meet the minimum SAP policy requirements will be notified via their official MSU email address with information on how their current SAP status will impact their student eligibility for federal student aid.

Regaining Student Aid Eligibility

A student cannot regain eligibility by paying for his or her own classes or sitting out a semester/year. The SAP status is checked annually at the end of each spring semester. Students placed on Financial Aid Suspension as a result of failure to

meet SAP are not eligible to receive student aid funds however, they can regain financial aid eligibility by meeting at least one of the following criteria:

1. Correct the SAP problem(s) and meet the overall SAP Policy requirements.
2. Submit successful SAP Appeal and be placed on Financial Aid Probation for one semester.

Non-federal aid (Alternative Private Loans)

Students on financial aid suspension are not eligible for federal financial aid, however, they have an option of applying for an alternative educational loan (non-federal loan). Alternative loans are generally more expensive, therefore should only be considered if absolutely necessary. Completing the FAFSA is not a requirement, however, these loans are based on credit approval and often require a co-signer. Information can be viewed online at <https://www.sfa.msstate.edu/loans/>.

Satisfactory Academic Progress Appeal Process

Students placed on financial aid suspension, may submit a SAP Appeal Form to request to have their aid reinstated. Students can appeal for the following reasons: (1) death of relative (2) injury or illness of student (3) other special circumstances. Students are limited to a maximum of three appeals regardless of outcome. The appeal must include why student failed to make satisfactory academic progress and what has changed in the student's situation that will allow the student to demonstrate satisfactory academic progress at the next SAP evaluation.

If the appeal is approved, student will be placed on Financial Aid Probation and may be granted financial aid (if otherwise eligible) for the appeal semester only. If the appeal is denied, student will not be eligible to receive federal student aid, however could apply for a Private Alternative Loan.

Please review the **Financial Aid Probation Term Information** for additional guidance. The SAP Appeal Form and Appeal Information can be viewed online at <https://www.sfa.msstate.edu/policies/satisfactory-academic-progress/>.

Financial Aid Probation Term Information

If all other eligibility criteria have been met, students may be eligible to receive student aid funds during the Financial Aid Probationary term. A student who has submitted a successful appeal will be placed on financial aid probation for one semester. At the end of the probation semester, the student must meet the SAP policy standards or meet the requirements of the academic plan to qualify for further federal aid. Additional information about Financial Aid Probation and Academic Plans can be viewed online at <https://www.sfa.msstate.edu/policies/satisfactory-academic-progress/>.

Students who fail to meet the minimum requirements at the end of the Financial Aid Probationary term and who also fail to meet all conditions of their academic plan will be placed on Financial Aid Suspension and will lose eligibility for financial aid until such time that the minimum SAP requirements have been met.

Financial Aid Warning Term Information

The qualitative and quantitative SAP standards will be checked annually at the end of each spring term. Federal regulation specifies that a warning semester is not permissible for schools who evaluate SAP annually. Therefore, any student who fails to meet SAP at the annual evaluation will be placed on financial aid suspension without a warning semester.

REVIEW

The Director of Financial Aid will review of this policy annually and provide revisions to the Associate Provost for Academic Affairs.

REVIEWED:

/s/ Paul McKinney
Director of Financial Aid

02/22/2019
Date

/s/ Peter L. Ryan
Associate Provost for Academic Affairs

03/01/2019
Date

/s/ Judy Bonner
Provost and Executive Vice President

03/01/2019
Date

/s/ Joan Lucas
General Counsel

03/12/2019
Date

/s/ Timothy N. Chamblee
Assistant Vice President and Director
Institutional Research and Effectiveness

03/14/2019
Date

APPROVED:

/s/ Mark Keenum
President

03/15/2019
Date