



OPTIMIZING SAP COMPLIANCE & APPEAL PROCESS

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SPRING 2025 BOOT CAMP

ALEXANDRIA, LA

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BRIEF OVERVIEW

- ❖ What is SAP
- ❖ SAP Requirements
- ❖ Evaluating SAP
- ❖ Loss of Eligibility
- ❖ Appeals, Probation, and Academic Plans
- ❖ Additional SAP Policy Elements

WHAT IS SAP?

Satisfactory Academic Progress, or SAP, for financial aid is defined as achieving a required grade point average (GPA) and passing a required number of hours during any semester or academic year.



SAP GENERAL POLICY REQUIREMENTS

Same As or
Stricter Than

For all
categories
of students

Evaluation
Components

- Quantitative
- Qualitative
- Other factors

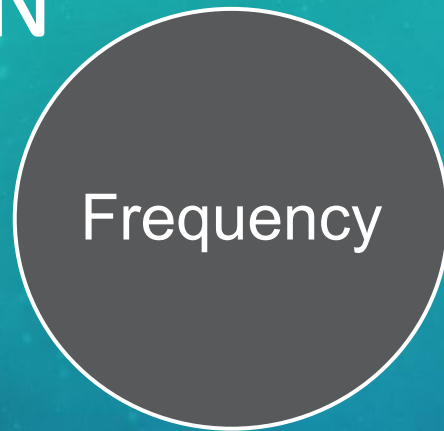
- Warning
- Probation
- Appeals

Assessment

CONSUMER INFORMATION REQUIREMENTS

Prospective Students	Currently Enrolled Students
Readily available in paper or electronic format	
Accessible to the public	Easily accessible to students
Describe standards for maintaining and re-establishing Title IV aid eligibility	
Not via restricted Intranet	If online, provide exact URL
	Annual notice of SAP policy
	SAP evaluation results, if eligibility is affected

EVALUATION



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MEASURING STUDENT SAP

A student's satisfactory academic progress consists of three components and is measured both quantitatively and qualitatively.



QUANTITATIVE COMPONENT

Maximum Timeframe

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MEASURING SAP – MAXIMUM TIMEFRAME



- ❖ Maximum Time Frame: A student is no longer eligible to receive financial aid once he/she has attempted more than 150% of the credits required for the major the student is currently enrolled.
- ❖ For example, a student who is enrolled in an undergraduate degree program which requires 120 credit hours in which to complete the degree will be allowed to attempt up to 180 credit hours (150%).

MEASURING SAP – PACE OF COMPLETION

- ❖ Credit Completion Pace Requirement: Students must complete at least 67% (two thirds) of the total cumulative credit hours attempted.
- ❖ For example, a student who has attempted a cumulative total of 60 credit hours must have successfully completed at least 41 credit hours to meet the requirement. Note that repeating courses that have already been passed with a grade of D or better will decrease the credit completion pace rate.



MEASURING SAP – PACE OF COMPLETION



Pace: In calculating the student's pace, all hours attempted, including courses from which the student withdrew, received a grade of no credit (NC), incomplete (I), or in progress (IP) are considered.

QUANTITATIVE COMPONENT

- Pace:

Cumulative credit hours successfully completed

Cumulative credit hours attempted

Credits by specific date needed

Maximum timeframe

QUANTITATIVE COMPONENT

- Graduated quantitative standard (optional)
- Transfer students
 - Credits accepted count in both completed and attempted hours

EXAMPLE: LUKE

POLICY

Number of Attempted Credits	Pace
0 - 15	60%
16 - 30	65%
31 or more	70%

Graduated
Standard

Luke

Term	Completed Credits	Attempted Credits	Pace
Fall 2024	9	15	60%
Spring 2025	11	15	67%
Summer 2025	6	9	67%

QUALITATIVE COMPONENT

- Quality of the student's work
 - Grade Point Average
 - Comparable Qualitative Measure
 - Graduated Standard
- Equivalent of a “C” or better

EXAMPLE: LANIE

- Cumulative GPA of at least 2.0
- SAP review after each semester

Met GPA
requirement



Course	Grade	Total Grade Points
Composition	A	12
Chemistry	B	9
American Government	A	12
Calculus I	C	6
Psychology	A	12
		GPA = 3.4

EXAMPLE: ZANE

POLICY

Term	Minimum GPA
1	1.5
2	1.8
3 and subsequent	2.0

Graduated
Standard

ZANE

Term	Total Grade Points	Cumulative GPA
1	18	1.50
2	39	1.86
3	60	2.22

LOSS OF ELIGIBILITY

- Failure to make SAP results in immediate loss of Title IV aid eligibility
- Eligibility may be regained if:
 - Pay for classes without federal financial aid
 - Successfully appeal
- School decides whether to allow appeals

SAP APPEALS

Conditions and Circumstances

- Define acceptable reasons
- No regulatory limits on appeals

Documentation

- Student's circumstances
- Actions taken on an appeal

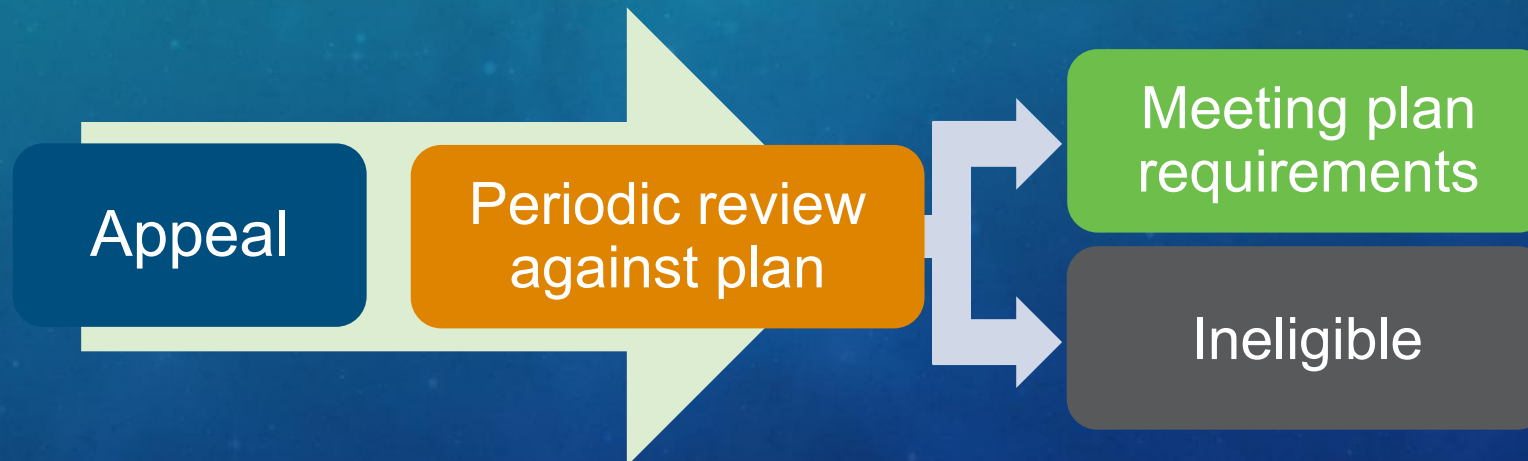
Processing SAP Appeals

- Steps to follow
- Making appeal decisions

FINANCIAL AID PROBATION



Academic Plan



FINANCIAL AID PROBATION

- May be granted only after successful appeal
- May follow or replace financial aid warning
- School may choose to limit number of times
- One payment period only
 - Potential must exist for student to make SAP by end of the payment period
 - If still failing, student is ineligible unless subsequent appeal results in academic plan

ACADEMIC PLANS

- Long-range plan for success
 - Tailored to the student's unique needs
 - Appropriate checkpoints and milestones
 - Specific point in time for meeting SAP standards
 - May extend beyond 150% maximum timeframe
- May be granted only after successful appeal
- May follow or replace financial aid warning or probation

ACADEMIC PLANS

- School reviews progress after first payment period
- Subsequent reviews may align with school's SAP review cycle or happen more often
- Failure to follow the plan and not otherwise meet SAP standards results in loss of Title IV eligibility

RE-ESTABLISHING ELIGIBILITY



- SAP policy must describe how to re-establish eligibility
 - Financial aid warning
 - Appeal, if available
 - Attend without Title IV aid
- Students must be notified
 - School policies and procedures
 - Consequences of failure
 - How to re-establish eligibility

ADDITIONAL SAP POLICY ELEMENTS

W Withdrawals and nonattendance

I Incomplete courses or grades

G Grade changes

R Repeated coursework

T Transfer hours

ADDITIONAL SAP POLICY ELEMENTS

School
policy
required

- Audited Courses
- Pass-or-Fail Courses
- Remedial Coursework
- English as a Second Language
- Continuing Education or Enrichment Courses
- Comprehensive Transition and Postsecondary Program
- Subscription-Based Program

ADDITIONAL SAP POLICY ELEMENTS

School
must
determine
SAP
treatment

- Multiple Degrees or Credentials
- Double Majors
- Change of Program
- Academic Amnesty

DISCUSSION

How does your school's SAP policy address incomplete grades?

Does your school use the financial aid warning and/or financial aid probation statuses? If so, how does your school structure its appeal process? Does your school have an Appeals Committee, or is only written documentation permitted?

Should all schools be required to evaluate SAP after each payment period?



Questions
Answers