

Satisfactory Progress Requirements

At the end of each quarter, your cumulative grade point average and completion rates are reviewed to determine your academic standing and progress using the guidelines listed below.

At the 25% point, with counseling, even if you are below the established standards, you may be allowed to remain in classes and receive financial aid for an extended probationary period with improvement. If at the end of the probationary period, your grade point average or class completion rates do not meet the minimum standard, you are no longer eligible for financial aid. You may, however, be allowed to remain in school in a non-regular status. In a non-regular status, you may attempt to correct academic deficiencies in order to be reinstated as a regular student. Academic deficiencies may be corrected by retaking failed courses or practicing previously learned skills.

If you fail to complete or pass your courses for two consecutive enrollment periods, you will be required to have a meeting with an academic advisor. You will be allowed one additional quarter of enrollment in an academic advisory status. If you fail to complete or pass the courses during this academic advisory enrollment, you will be withdrawn from school. In addition, if you withdraw three times in a two-year period you will be required to have a meeting with an academic advisor. You will be allowed one additional quarter of enrollment in an academic advisory status. If you fail to complete or pass the courses during this academic advisory enrollment, you will be withdrawn from school.

At the 50% point, probationary status is no longer an option, but you may be allowed to remain in classes as a non-regular student. Tuition for classes attempted will be due and you will not be eligible for financial aid.

Evaluation Standards Chart

% of Program Attempted	% of Attempted Courses Completed	Minimum Cumulative GPA	Minimum Credit Hour Completion
25%	55%	1.25	22
50%	60%	1.50	48
100%	100%	2.00	108

These evaluation standards are based on maximum program length. The maximum program length is 150% of the normal program length. All courses attempted are included in this evaluation measurement. If it is determined that you will not be able to graduate from your program within 150% of the program length, you will not be eligible for financial aid.

Incompletes and withdrawals have no affect on your cumulative grade point average at the time they are given; however, withdrawals do impact your completion percentage. Should an incomplete remain unchanged past one year of the original course start date, it will automatically be changed to a failing grade. You do have the option of repeating a course for a better grade, and the previous grade is not used in calculating the cumulative grade point average; however, all courses do impact your hours attempted. If you request a change of major, all relevant coursework will be transferred to the new program. You will be limited to three program changes.

If you are denied financial aid because you are not within satisfactory progress guidelines, you may appeal the satisfactory progress standards for reinstatement. Mitigating circumstances will be considered. Mitigating circumstances should be documented for consideration. Mitigating circumstances may include personal or family illness, personal or financial difficulties, and/or workplace schedule conflicts. The Director and the Academic Affairs Director will hear the appeal.

If your appeal is successful, financial aid will be resumed, and you will be placed on academic appeal for one quarter. If you do not show improvement after this academic appeal quarter, you will be withdrawn.

If you have been withdrawn for lack of satisfactory progress, you may reenter classes after a one-quarter withdrawal. You will not be eligible for financial aid. Selective scheduling, academic counseling, and tutoring will be available to assist you.

Financial aid may be reinstated once all satisfactory progress standards are met. With improvement, a student can remain in an extended academic appeal enrollment.

Effective September 22, 2006