



2011-2012 SATISFACTORY ACADEMIC PROGRESS (SAP)

When you accept financial aid, you are agreeing to meet the terms and conditions of your awards. One of the most important and misunderstood conditions of receiving aid is the requirement to make “Satisfactory Academic Progress”.

U.S. Department of Education regulations require that Geneva General Hospital establish satisfactory academic progress standards for federal and state financial aid recipients. Students receiving Federal Pell Grants, SEOG Grants, Loans through the Direct Loan Programs, and/or any other Federal or State aid must meet the following standards to ensure that only those students demonstrating satisfactory academic progress towards the completion of their educational programs continue to receive financial aid.

Title IV SAP

To be eligible to receive federal financial aid (Federal Pell Grant, Federal SEOG Grant, and/or Federal Stafford Loans), you must be maintaining progress toward your degree. Maintaining academic progress at FLHCON means you must:

- 1) Maintain a cumulative grade point average of at least 2.2 on a 4.0 scale.
- 2) Satisfactorily complete at least 67% of the credits/hours you attempt each semester. You complete a course when you earn credit by receiving a passing grade. The following grades do not count toward your completed units (however, they do count toward attempted units): F, W, I.
- 3) Complete your educational program within a reasonable timeframe. The maximum number of credits/hours you may attempt cannot exceed 150% of the credits/hours required to complete your program. Transfer credits that are accepted toward a student’s educational program are counted as both attempted and completed hours for SAP. Student enrolled in the RN program must complete their degree within 102 credits. Students enrolled in the LPN program must complete their certificate within 1845 clock-hours. If at any point, the financial aid office determines it is no longer mathematically possible to achieve graduation requirements by the end of the maximum timeframe, the student become ineligible for Title IV aid.

Satisfactory academic progress is reviewed at the end of each term. Students who fail to meet the satisfactory academic progress standards will be placed on a one-time, one-term financial aid warning status. While on financial aid warning status, students will be eligible to receive federal financial aid. During the warning term, students must earn ALL credits attempted and maintain or achieve a 2.2 GPA on a 4.0 scale. If the student fails to meet these standards while in a

warning status, they are placed on financial aid probation and will be ineligible for their next disbursement of financial aid.

If a student is placed on probation, they will receive a notice from the Financial Aid Office. If there are mitigating circumstances that contributed to the student's inability to achieve SAP, a student may request reinstatement of their financial aid eligibility for the semester by submitting an appeal form to the Financial Aid Office within two weeks of notification. Examples of mitigating circumstances include personal or family illness or injury, death of a family member, emotional distress, natural disaster, legal proceedings, or other unforeseeable circumstances outside of the student's control. An appeal must address the specific reason you did not make satisfactory academic progress in the past, explanation as to how the circumstances that contributed to your being placed on suspension have been resolved, and steps taken to ensure your successful academic progress in the future. You must attach documentation to support your appeal (examples: medical claims/statements; copy of official death certificate/obituary; signed statement from an involved third party such as a counselor, priest, rabbi, minister; court documentation; etc.).

An appeal will only be granted if a student can demonstrate they will be able to meet SAP standards after the subsequent payment period.

A student with a successful appeal will be placed on a one-time, one-term Financial Aid Probation. Financial Aid Probation is a status assigned to a student who fails to make satisfactory academic progress and who has appealed and has had their eligibility for aid reinstated for one term. At that point, the student must meet the SAP standards to maintain Title IV eligibility.

If you are not making Satisfactory Academic Progress, in the absence of mitigating circumstances, you can regain eligibility for federal student aid only by making up your academic deficiencies through attendance without the benefit of financial aid.

New York State SAP

Students who receive any NYS financial awards are required to maintain good academic standing as defined by the regulations of the NYS Commissioner of Education in order to remain eligible for state financial aid. The regulations define a student in good academic standing as one who:

- pursues the program of study in which s/he is enrolled (pursuit of program),
- makes satisfactory academic progress toward the completion of his/her program's requirements (satisfactory academic progress)

In addition, New York State Education Law requires grading with evaluation option, the student maintains a grade point average (GPA) of 2.0 or better after having received four full-time New York State financial aid payments or the equivalent in part time funds.

Students who do not meet the requirements for pursuit of program, satisfactory academic progress and grade point average (GPA is waived for students in the narrative-only option) lose

their eligibility for NYS financial aid. To remain eligible for NYS financial aid, a student must satisfy all three criteria.

To receive NYS-sponsored grants or scholarships, the student must be in good academic standing. For NYS financial aid purposes, good academic standing consists of two components:

1. Pursuit of Program – a requirement that a student receive a passing or failing grade (A-F letter grade) in a certain percentage of courses each trimester, depending on the number of state awards the student has received.
2. Satisfactory Academic Progress – a requirement that students accumulate a specified number of credits and achieve a specified cumulative grade point average each trimester.
3. GPA- Students must maintain a 2.0 or better after receiving four full-time New York State financial aid payments. All NYS aid payments are counted regardless of when they were made or what institution the student attended. A student who is new to GGH is assumed to meet the minimum GPA requirement.

The table below provides the minimum criterion to maintain eligibility for New York State financial eligibility after each payment.

To receive this:						
• Number of TAP Payment	1	2	3	4	6	6
• Number of APTS/PT payment	1 / 2	3 / 4	5 / 6	7 / 8	9 / 10	11 / 12
• Number of payment points	3 – 6	9 – 12	15 – 18	21 – 24	27 – 30	33
The student must have completed* this percentage of credit hours attempted the last semester s/he received a NYS grant	0%	50%	75%	75%	75%	100%
With at least this cumulative GPA	0	0.5	.75	1.3	2.0	2.0

1. *Completed means attended through the end of the semester, including grades A through F. A grade of W indicates the class was not completed. An INC will be treated as a W unless it is completed by the first day of attendance in the next semester for which the student is seeking federal student aid.
2. Students who lose good academic standing in a semester when they received a NYS grant or scholarship are not eligible for an award for the next semester.
3. Students who have lost good academic standing may restore this standing in one of the following ways:
 - make up past academic deficiencies by completing one or more semesters of study without receiving any NYS grants or scholarships; or
 - be readmitted to school after an absence of at least one year; or
 - transfer to another institution; or

-be granted a one-time waiver of the standards.

4. Waiver information: NYS regulations permit students to receive a one-time waiver of the good academic standing requirements as an undergraduate if there are extenuating circumstances. The student may request evaluation of such extenuating circumstances to determine whether the standard may be waived and the student allowed to retain her/his aid. Examples of extenuating circumstances include personal or family illness or injury or death of a family member. Any student who wishes to request a waiver must apply in writing to Dean Victoria Record. You must describe the condition that existed that prevented you from meeting the above standard, and discuss how this condition has changed to enable you to now progress satisfactorily toward completion of your program. Attach supporting documentation from your physician or other appropriate person.