Satisfactory Academic Progress (SAP) Policy and Procedures

Federal regulations require the School of Nursing to establish, publish, and apply standards of Satisfactory Academic Progress for financial aid eligibility. The purpose of measuring and enforcing these standards is to ensure financial aid recipients' progress towards graduation. Financial aid includes grants and all federal direct loans. Students who fail to meet the satisfactory academic progress requirements may become ineligible to receive financial aid until they are in compliance with these requirements**.**

The Director of Financial Aid for the School of Nursing will evaluate satisfactory academic progress for students pursuing a master degree (MN), Master of Science in nursing, (MSN), post master DNP (Doctorate of Nursing Practice), PhD (Doctor of Philosophy), or graduate nursing certificate at the end of the academic year. The evaluation will determine whether each of the following three requirements has been met:

1. **Completed 75% of Credits Attempted**

    To remain eligible for financial aid, the student must have completed with a passing grade (A, B, C, or P) at least 75% of the credits attempted during the academic year. Any credits for which a grade other than these is received will lower the student's completion percentage. Grades that lower the completion rate include D, F, NC, I, and W. Audited courses and courses dropped prior to the deadline to drop without a 'W' are not counted as units attempted.

2. **Maintained Good Academic Standing with the School of Nursing**

    Academic standards for the School of Nursing are listed in the student handbook. Students will be ineligible to receive financial aid if placed on financial aid suspension by the School of Nursing based on the quality of their performance and progress toward a degree.

3. **Attempted No More than 150% of Program's Required Credits**

    If students meet the first two requirements for satisfactory academic progress and all other financial aid eligibility requirements, they may receive financial aid until they complete their academic program, or their total number of credits **attempted** (including a reasonable number of prerequisites) reaches or exceeds 150% of the number of credits required for the program, whichever comes first. For example, if a student's degree objective is an MSN for which a minimum of 40 credits is required, then the student can only receive financial aid until he or she has attempted 60 credits (150% of 40), regardless of whether financial aid was actually received for all of these credits.

Failure to Meet SAP Requirements

Students who do not complete 75% of credits attempted during the academic year will be placed on financial aid suspension.

Examples

The following table provides examples of SAP evaluations.   The table shows the required ratio of credits completed to credits attempted to maintain satisfactory progress, and the conditions leading to financial aid suspension.

Credits Attempted During the Review Period	# of Credits Completed For Satisfactory Progress	# of Credits Completed to Suspend Financial Aid
18	14 or more	0-13
17	12 or more	0-11
16	12 or more	0-11
15	11 or more	0-10
14	10 or more	0-9
13	9 or more	0-8
12	9 or more	0-8
11	8 or more	0-7
10	7 or more	0-6
9	6 or more	0-5
8	6 or more	0-5
7	5 or more	0-4
6	3 or more	0-2
5	3 or more	0-2

Appeals

Students who feel that they have been placed on financial aid suspension due to extraordinary circumstances beyond their control may appeal in writing to the Director of Financial Aid for the School of Nursing. Appeals will be reviewed by committee and granted only if extenuating circumstances beyond the student's control are documented and there is strong evidence that the student will make satisfactory progress in the future. Students have 10 business days after notification of SAP status to submit an appeal.   Response to the appeal will be in writing within 10 business days of receipt of the appeal.   A student whose appeal has been approved may receive financial aid but must complete at least 75% of attempted credits in the next semester or review period.

Requirements to Re-qualify for Financial Aid

Students who are placed on financial aid suspension because of a low completion rate or were denied on appeal can re-qualify for financial aid if they achieve all of the following requirements:

1) Enroll in at least half-time* in one term, **without** financial aid, from CWRU. The coursework attempted for re-qualification must satisfy remaining degree requirements.
    i) Half-time for MN, MSN, and PhD students is 5 credit hours
    ii) Half-time for post masters DNP is 3 credit hours

2) Complete at least 75% of the attempted credits.

3) Achieve a minimum GPA of 3.0 in the credits completed.

Following re-qualification, the student may receive financial aid but must complete at least 75% of attempted credits annually to continue receiving aid.

Students who are placed on financial aid suspension because their attempted credits exceed 150% of the credits required for their program can only re-qualify for financial aid through the appeal process.

The policies outlined in this document are above and beyond the academic requirements of Graduate Studies to maintain good academic standing with the University. PhD students may refer to the University bulletin for policies related to Maintenance of Good Standing. MN, MSN, and DNP students should refer to the student handbook for policies related to Progression in the Program and Academic Performance.