

## SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS FOR FINANCIAL AID RECIPIENTS (FEDERAL, STATE, AND INSTITUTIONAL FUNDS)

**(Pell Grant, State Need Grant, State and College Workstudy, Student Loans, Tuition Waivers, Workfirst, Workforce and Worker Retraining Funds, Institutional Grants, etc.)**

The Education Amendments developed by Congress require that students receiving financial aid make satisfactory progress in their programs of study to remain eligible for financial aid. The student must be in a program of study that leads to a degree or certificate offered by Skagit Valley College. Students must maintain this satisfactory progress throughout the program and students must not owe a refund or repayment on grants or loans previously received at any institution under this title. The student also may not be in default on any student loan guaranteed for attendance at any institution.

- To maintain satisfactory progress, a student must earn a 2.0 quarterly grade point average and must have at least a 2.0 cumulative college level grade point average to the end of their second calendar year of study. Federal aid recipients must meet the qualitative standard (see step 4). Students should always consult with the Financial Aid Office before dropping or adding classes.

If you are:	Your status will be satisfactory if you complete with at least a 2.0 quarterly GPA:	You will be placed on probation if you only complete:	Aid will be canceled if you complete less than:
Full-time (12+ credits)	12 credits/qtr	6 - 11 credit/qtr	6 credits/qtr
3/4 time (9-11 credits)	9 credits/qtr	5-8 credits/qtr	5 credits/qtr
1/2 time (6-8 credits)	6 credits/qtr	3-5 credits/qtr	3 credits/qtr
< half-time (5 credits or less)	All credits attempted	No probation available	All credits attempted

- Students who are on probation and make satisfactory progress in the following quarter will have the probation status removed. To remove this status from the student's record, **THE STUDENT MUST NOTIFY** the Financial Aid Office of the change.
- Federal financial aid recipient's satisfactory progress will be monitored as per the criteria in step 2, but a further qualitative standard will be applied if the student will be dropped as a result of step 2. Federal aid recipients who do not make the minimum quarterly credit requirements will be continued on probation if they have successfully completed 75% of the coursework attempted. If they have not achieved this level, they will be eligible after they have achieved the 75% level, or petitioned and have been reinstated by the Financial Aid Committee.
- Only letter grades of A, B, C, D-, and P will count towards completed credits. Letter grades of E, I, Z, N, V, Y, or W do not count toward completed credits and therefore do not meet satisfactory progress requirements.
- The minimum number of credits to be completed each quarter must apply toward a degree or certificate offered at Skagit Valley College or be required developmental courses. Courses for which credit (A, B, C, and P) was received towards the degree or certificate may not be repeated to satisfy the minimum number of credits for satisfactory progress. A student cannot repeat an incomplete course (I grade) and have those credits count towards the minimum credit requirement for aid. For student loan eligibility you must be enrolled in at least 6 eligible credits. Students are not allowed to receive Financial Aid funding during a quarter in which they are repeating courses that they received C's or better.
- For those students who need developmental course work, financial aid will be awarded to a maximum of 45 credits of developmental classes. Students are ineligible for Financial Aid if additional remedial work is needed beyond the 45 credit maximum.
- Financial aid at Skagit Valley College will be provided to a maximum of 9 quarters, 120 credits of college level classes, or completion of a program, which ever comes first. The 9 quarters or 120 credit maximum include all credits earned or attempted at all previously attended post secondary institutions (subject to review by the Financial Aid Office). 150% of the maximum program credit requirement at Skagit Valley College may also be used in the further determination of a student's satisfactory progress (125% for State Need Grant Program). Failure to complete an academic program within the above limits will be considered unsatisfactory academic progress and no additional aid will be awarded.
- Financial aid applicants who have previous college enrollment at Skagit Valley College must have demonstrated satisfactory progress in course work even if no financial aid funds were received. Transcripts from other schools may also be considered.

10. Students who are on financial aid probation from the previous quarter's enrollment and again fail to complete their credit/GPA requirements will have their remaining financial aid canceled.
11. Students who do not make satisfactory progress and have their financial aid canceled must contact the Registration Office and make arrangements to pay their own tuition if they wish to remain in school. If this is not done within 3 days of the date of the drop letter they may be deleted from school. Students should withdraw from classes if they will not attend.
12. If a student officially or unofficially withdraws from classes after having received student financial assistance, which includes student loans, the college must determine if any refund of tuition is due back to a financial aid program(s). The student's aid eligibility will be canceled and they will be billed for any repayment owed to the financial aid programs. Unpaid amounts due for repayment will be referred for collection to the appropriate agency up to and including the U.S. Department of Education. Students who owe a repayment will not be eligible for any type of financial aid. NO EXCEPTIONS.
13. Students who have had their financial aid canceled and feel that there are extraordinary circumstances that will justify continued financial aid may appeal their financial aid cancellation by submitting a Petition for Reinstatement to the Financial Aid Office. Students who have exceeded the 9 quarter, 120 credit limit, or completion of a prior degree or certificate program may appeal for continued aid by submitting a Petition regarding these limits. All petitions will be reviewed by the Financial Aid Committee.

#### **FAILURE TO MEET SATISFACTORY PROGRESS REQUIREMENTS**

1. Students who fail to meet the satisfactory progress requirements will be notified in writing of their status.
2. Students who are put on financial aid probation status should contact the Financial Aid Office if they have any questions regarding the reasons for their being put on probationary status. The Financial Aid Director may also require satisfactory progress reports if deemed necessary.
3. Students who are on financial aid probation and fail to make satisfactory progress the following quarter of enrollment or students who complete less than 50% of those credits for which they are funded will have their financial aid canceled (see chart on front page).
4. Students whose financial aid has been canceled may petition in writing for reinstatement of aid. These petitions will be reviewed by the Financial Aid Committee which is composed of academic counselors, Student Support Services personnel, and representatives of the Financial Aid Office.
5. The Financial Aid Committee will review the petition, academic transcript, letter of recommendation, test scores, and any other pertinent data. They will then accept, reject, or accept with conditions the student's petition. Any conditions required by the committee must be met or financial aid will be canceled immediately.
6. Students do have the right to appeal the decision of the Financial Aid Committee and may do so in writing after their notice of denial is received. New information or additional documentation may be submitted with this appeal.

#### **IN ADDITION TO THE ABOVE, STATE NEED GRANT RECIPIENTS MUST ALSO CERTIFY THAT**

1. You are a resident of the State of Washington in accordance with RCW 288.15.011-013.
2. You have applied for a Federal Pell Grant.
3. You are not pursuing a degree in Theology.
4. You understand that, when you are able, you can voluntarily make financial contributions to the Higher Education Coordinating (HEC) Board in recognition of this State Need Grant, and these gifts will be used to provide financial assistance to other students.
5. You understand that the offer of a State Need Grant is subject to and conditioned upon the availability of funds. Further, you agree that the HEC Board and this institution reserve the right to withdraw, reduce, or modify the grant due to funding limitations or due to changes in circumstances which affect your eligibility for the State Need Grant.