

Southwestern Assemblies of God University

Satisfactory Academic Progress Policy (SAP) – Graduate

Southwestern Assemblies of God University is required by law to formulate standards to gauge the progress of students receiving financial assistance through federal, state or institutional aid programs by applying both qualitative and quantitative measurements to academic work. [34 CFR 668.16(e)] These measurements shall be used to determine a student's eligibility for all federal Title IV aid and for other need-based financial assistance, unless the terms of a particular grant or funding source states otherwise.

Time Frame Used In Measuring Progress

All SAP measurements are calculated annually at the end of the spring semester for all programs. Financial Aid suspension will go into effect at the start of the following fall semester.

Qualitative Progress Measurement: Minimum Cumulative Grade Point Average

A cumulative Grade Point Average (CGPA) of 2.75 or higher must be attained by the end of the student's first 9 credit hours. Once these hours have been completed student's must maintain a GPA of 3.0. Student's that transfer credits from other institutions will also have this GPA calculated in the CGPA. This average must be maintained at the end of each subsequent spring semester for a student to continue to receive financial aid. Students who do not meet this minimum CGPA requirement will be placed on Financial Aid Suspension.

Quantitative Progress Measurements: Maximum Time to Complete a Degree

Students must select a program/degree of study before they can receive financial aid. When students receive financial aid to help pay a program/degree of study, they are expected to complete that program without taking a lot of time.

A student's progress may be evaluated for only one program at a time. Each financial aid applicant must select a primary program/degree of study prior to receiving financial aid payments. A student who is concurrently completing more than one degree may request additional time to complete the degree. A request for additional time must be submitted in writing to the Financial Aid Office.

To make sure that students complete their program in a reasonable amount of time, by law an institution must set a maximum time frame for graduate programs. The time frame from the end of the first semester enrolled in six (6) years.

Financial Aid Suspension

If a student fails to meet any one of the SAP measurements describes above, they will be placed on financial aid suspension for at least one year. During the period of suspension, the student will not be eligible to receive financial aid. Students will be notified of this via their campus email address.

Appeal Process

If you are placed on financial aid suspension, you may petition the Financial Department to consider mitigating (special) circumstances that resulted in your inability to meet the SAP requirements. The appeal must be typed and must include an explanation with supporting documentation (i.e., medical statements, divorce documents, letters of unemployment, ect) of the reason(s) the minimum academic standards required by Satisfactory Academic Progress (SAP) policy were not achieved. Additionally, each appeal must be submitted with a letter of endorsement from an SAGU faculty/staff member. The appeal narrative and documentation should also demonstrate that the adverse circumstance have been resolved.

All appeals will be reviewed within 7 business days of the Financial Aid Office's receipt of a complete appeal (appeal form, students appeal letter, endorser letter and supporting documentation). Notification of the review will be sent the SAGU email.

For appeals that have been approved students will be placed on financial aid probation for one academic year beginning with the next fall semester. SAP will be calculated again at the end of the spring semester, if the cumulative standard is met students will be placed back in good standing. Students that meet SAP for the academic year yet are not meeting the cumulative requirement will remain on financial aid probation until the requirement is met.

For students that have been denied there is another level of appeal. Student must request in writing a review by the Financial Aid Committee. Appeals that have been approved at this level will be required to see an academic counselor in order to tailor the class schedule for student success. Attendance for the Learning Center will also be required. All scheduled meetings must be attended in order to complete this appeal if approved.

Summer Enrollment and the SAP

When calculating the SAP status, summer attempted hours will be counted toward the 150 percent maximum, and summer grade points earned will be calculated as part of the cumulative grade point average. The rule pertaining to completion of a minimum number of attempted credit hours will not be calculated for summer enrollment.