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The following is a presentation prepared for:
Name of Conference
City, ST
Date

National Association of Student Financial Aid Administrators

Satisfactory Academic Progress: From Policy to Application

Name of Presenter, Title
School

Training Goals

- Review the satisfactory academic progress (SAP) regulatory requirements
- Examine optional SAP policy components
- Provide best practices for using a SAP appeal process and the use of academic plans
- Review SAP Consumer Information requirements



Regulatory Requirements



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What is Satisfactory Academic Progress?

- It is an aspect of the general student eligibility requirements found in 34 CFR 668 Subpart C
- Schools must establish a SAP policy to measure a student's progress in his or her educational program
- Schools have some options in determining its SAP policy



SAP Policy Standards



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SAP Policy Standards



Standards

Evaluation

Monitoring



SAP Policy Standards



- Must be reasonable
 - As strict or stricter
- Consistently applied
 - Enrollment level
 - Classification
 - Program of study
- Applicable to all Title IV programs



Example: At Least As Strict As

Center City University's has a minimum academic requirement of a 2.5 grade point average to remain enrolled in the business program. Other programs require a 2.0 grade point average.



Program Integrity Q&A – SAP

SAP-Q9: Is an institution required to use the same SAP policy for all students?

SAP-A9: No, the policy must explain the qualitative (grade-based) and quantitative (time-related) standards the institution uses to check SAP; however, an institution is permitted to establish different SAP standards for different programs or categories (e.g., full-time, part-time, undergraduate, and graduate students) which must be applied consistently to students in that category or program.



Evaluating SAP



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SAP Policy – Evaluation



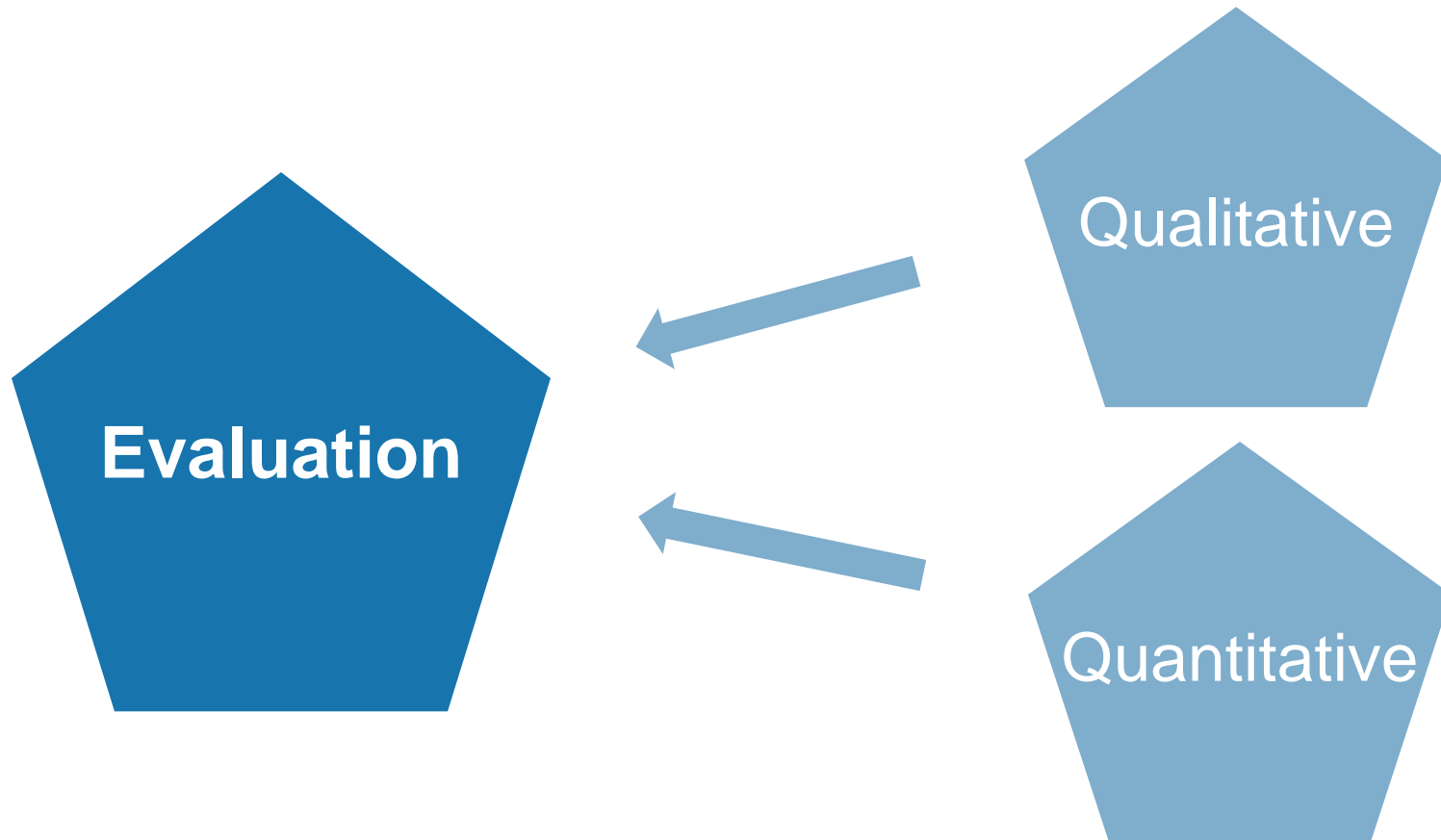
- Measurement towards the completion of a program
- Must be cumulative
- May be a fixed or graduated standard



Evaluating SAP



SAP – Evaluation Measurements



Qualitative Measure – GPA



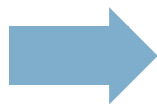
- Defined as a cumulative measurement of a student's academic work
 - Grade Point Average
 - Comparable Qualitative Measure
 - Graduated Standard
- Must be cumulative
- Equivalent of a “C” or better



Case Study 1: Liam

- Cumulative GPA of at least 2.0
- SAP review after each semester

**Met GPA
requirement**



Course	Grade	Total Grade Points
English	C	6
Physics	A	12
American Government	B	9
Organic Chemistry	B	9
Calculus I	A	12
		GPA = 3.4



Case Study 2: Olivia

Policy

Term	Minimum GPA
1	1.5
2	1.8
3 and subsequent	2.0

**Graduated
Standard**

Olivia

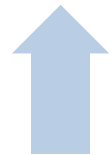
Term	Total Grade Points	Cumulative GPA
1	18	1.50
2	39	1.86
3	60	2.22



Case Study 3: Addison

- Fixed qualitative standard of at least 2.0
- Annual SAP review

Term	Total Grade Points	Cumulative GPA
Fall 2016	36	3.00
Spring 2017	66	2.44
Fall 2017	75	2.08
Spring 2018	87	1.93



**Not making
SAP after
two years**



Case Study 4: Jaxon

Policy

Number of Badges Earned	Academic Achievement Level
12	Outstanding
10-11	Good
8-9	Acceptable
6-7	Poor
5 or Fewer	Unacceptable

Comparable Measure

Jaxon

Payment Period	Badges Earned	Cumulative Badges	Cumulative Achievement Percentage
1	11	11	91.7
2	10	21	87.5
3	8	29	80.5
4	12	41	85.4



Quantitative Component – Pace



Progression to ensure completion within the maximum timeframe

- Must be measured at each evaluation
- Graduated pace standard is permitted



Quantitative Component – Pace

Cumulative Hours Earned

Cumulative Hours Attempted



Quantitative Component – Maximum Timeframe



Amount of time allowed to complete an educational program

- Must be measured at each evaluation
- Graduated pace standard is permitted



Quantitative Component – Maximum Timeframe



- Limits
 - Undergraduate programs
 - Graduate programs
- Schools still free to set own policies related to number of changes in major allowed
- Considered ineligible when determines that cannot meet maximum timeframe



Case Study 5: Skylar

Term	Completed Credits	Attempted Credits
Fall 2016	9	12
Spring 2017	9	12
Summer 2017	6	6
Fall 2017	9	12
Spring 2018	12	12

$$\frac{45 \text{ Hours Earned}}{54 \text{ Hours Attempted}} = 83\%$$



Case Study 6: Grayson

Policy

Term	Number of Attempted Credits	Pace
1	0 - 15	60%
2	16 - 30	65%
Remaining Terms	31 or more	70%

Graduated Standard

Grayson

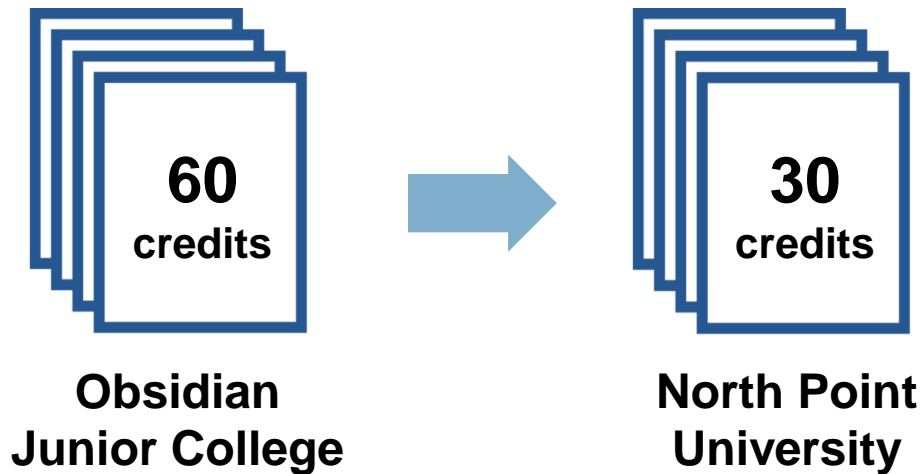
Term	Completed Credits	Attempted Credits	Pace
Fall 2016	9	15	60%
Spring 2017	11	15	67%
Summer 2017	6	9	67%



Case Study 7: Wyatt

Term	Earned Credits	Attempted Credits	Pace	Total Credits Earned
Fall 2016	6	12		36
Spring 2017	12	18	80%	48

- Pace expectation is 67% at each review
- Annual review after spring semester



Case Study 8: Penelope

Completed Clock Hours	Scheduled Clock Hours	Pace
325	450	72%



At 16 weeks, her pace exceeds 67%, but she has not yet completed the first payment period

- Program length:
 - 900 clock hours
 - 32 weeks
- Pace expectation is 67%
- Review after first payment period:
 - Completion of 450 clock hours and 16 weeks



Additional SAP Policy Elements

School
policy
required

- Withdrawals and nonattendance
- Incomplete courses or grades
- Repeated coursework
- Transfer hours
- Remedial Coursework



Additional SAP Policy Elements

School
policy
required

- Audited Courses
- Pass or Fail Courses
- English as a Second Language
- Continuing Education or Enrichment Courses
- Comprehensive Transition and Postsecondary Program



Additional SAP Policy Elements

School
must
determine
SAP
treatment

- Multiple Degrees or Credentials
- Double Majors
- Change of Program
- Academic Amnesty



Consequences of Not Meeting SAP Standards

School
must
determine
SAP
treatment

- Failure to attain SAP will result in immediate loss of Title IV aid eligibility
- Eligibility may be regained:
 - Pay for classes
 - Successfully appeal



Re-Establishing Eligibility



- Notification to students
- Methods for re-establishing eligibility
 - Permissible vs. impermissible



Monitoring SAP



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SAP Policy - Monitoring



- Financial aid warning
- Financial aid probation
- SAP Appeals

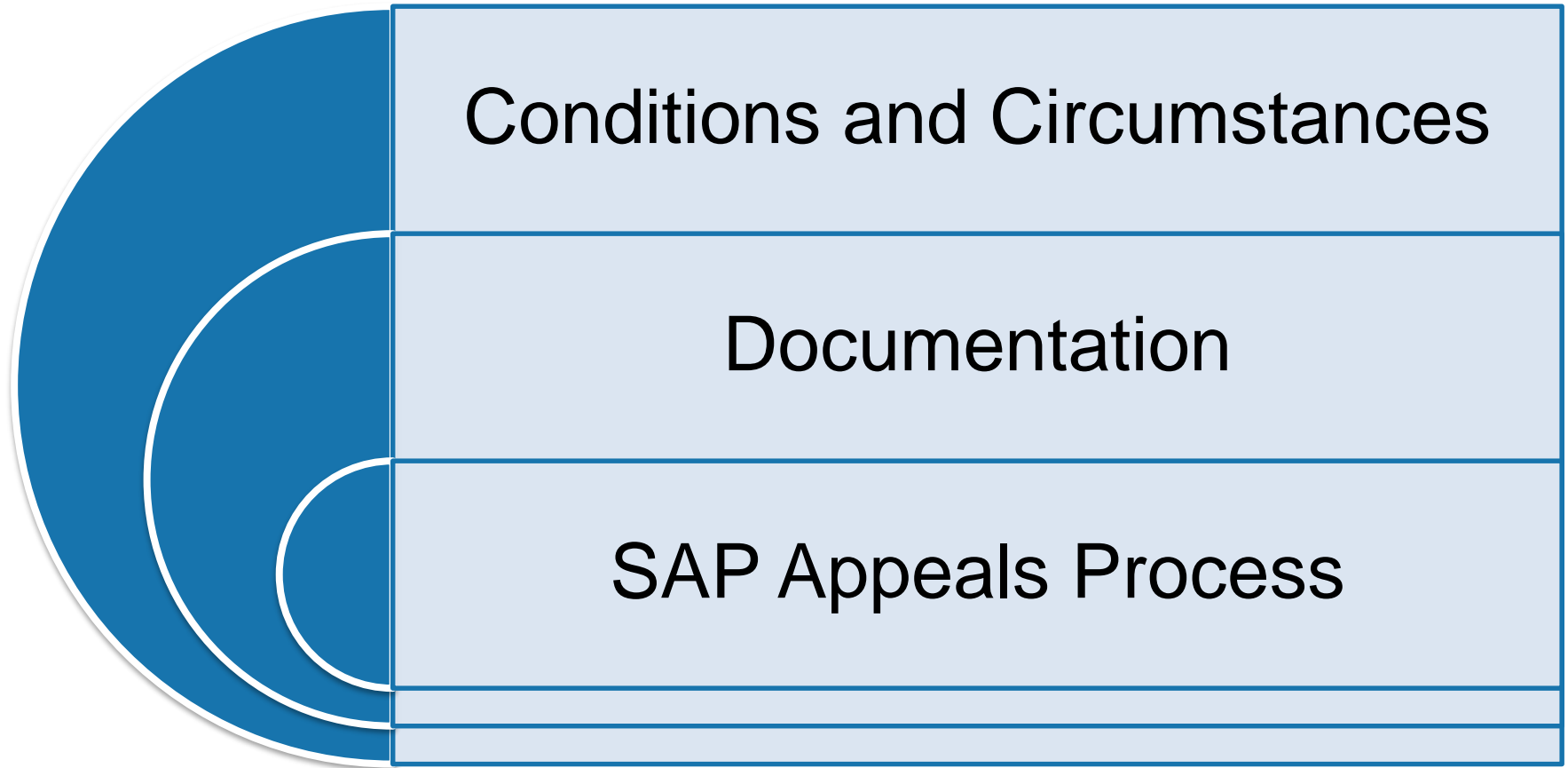


Financial Aid Warning

- SAP evaluated at the end of each payment period
- Student allowed to continue to receive Title IV aid for ***one payment period***
- Appeal unnecessary
- Multiple warning periods are possible just NOT consecutively



SAP Appeals



Financial Aid Probation

SAP evaluated annually

If student appeal is approved, have a financial aid probation term to meet minimum requirements

- If SAP is checked each term, student may appeal if after financial aid warning term SAP standards are not met
- Financial aid probation may be for one term or multiple terms based on an Academic Plan



Academic Plans

Frequency of Monitoring

Development of Academic Plans

Consequences of Not Following the Plan



Academic Plans

- Under what circumstances does the school use academic plans for students who fail to maintain SAP?
- Who is responsible for developing academic plans for students?
- Who will monitor compliance and how often?



Case Study 9: Oliver

Oliver

Term	Earned Credits	Attempted Credits	Total Credits Earned	GPA	Pace
Fall 2016	8	15	8	1.60	
Spring 2017	4	12	4	.77	
Cumulative				1.23	44%

Academic Plan

Evaluation Frequency	Number of Credits to Qualitative Minimum	Number of Credits to Quantitative Minimum
Payment Period	19	23



Consumer Information Requirements



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Consumer Information Requirements

Prospective Students	Currently Enrolled Students
Readily available in paper or electronic format	
Accessible to the public	Easily accessible to students
Describe standards for maintaining and re-establishing Title IV aid eligibility	
Not via restricted intranet	If online, provide exact URL
	Annual notice of SAP policy
	SAP evaluation results, if eligibility is affected



Conclusion



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Guidance on SAP

- 34 CFR 668 Sections 668.16(e), 668.32(f), 668.34
- 2016–17 *FSA Handbook*, Volume 1
- Program Integrity Questions & Answers – Satisfactory Academic Progress
- FSA Assessments, Student Eligibility



Guidance on SAP

- NASFAA's *Policies & Procedures Tool – Satisfactory Academic Progress*
- NASFAA's *Self-Evaluation Guide – Satisfactory Academic Progress*
- *Satisfactory Academic Progress*, NASFAA Monograph 25, August 2012





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