

# STANDARDS OF SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

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*Division: Student Services*

## *Policy Statement*

Terra State Community College (TSCC) shall measure satisfactory progress for Federal Financial Aid students whose academic performance must be in compliance with current federal regulations.

## *Policy Details*

Federal Student Aid recipients are required to meet quality and quantity academic standards to remain eligible for federal student aid.

Quality standards are measured by the cumulative Grade Point Average (GPA). Student must maintain a cumulative GPA of 2.0 in order to meet SAP standards.

Quantity standards are measured by the percentage of credit hours earned divided by credit hours attempted. Student must successfully complete 67% of the courses that they register for.

Another quantity measurement is the total credit hours attempted, which cannot exceed 150% of the total required to complete a degree or certificate program.

Students may not receive federal student aid for credit hours in excess of 150% of the total credit hour requirements to complete a degree or certificate program. Associate degree programs at TSCC vary from 60-65 credit hours. As a result, the maximum ranges are from 90 to 98 credit hours. Students working toward multiple degrees are allowed a maximum of 200 credit hours attempted for federal student aid eligibility. Certificate programs at TSCC also have various credit hour requirements and similar 150% maximums.

The following final course grades are considered as credits earned: A, B, C, D and S. These final course grades are not considered as credits earned: F, U, W, I and AU. Course withdrawals (W) count as credit hours attempted for federal student aid standards, even though W's do not count in TSCC's calculation of cumulative GPA. Course withdrawals or grades earned will still count towards federal aid standards for an approved medical compassionate withdrawal.

Student's academic progress is monitored before awarding federal student aid and also at the end of the Summer, Fall and Spring terms. Students are placed on warning for the first semester that they do not meet any of the federal students aid standards and are given another semester to meet the federal student aid standards. Students are notified by email to their Terra State Community College email account if they are ineligible for student aid. Students may complete a Satisfactory Academic Appeal (SAP) appeal with their academic advisor. If it is approved, students will receive an additional semester of financial aid eligibility. If it is denied, students will be responsible for all cost associated with their courses and will not receive any financial aid. Students may regain eligibility by completing courses without receiving federal student aid while improving their academic progress.

The standards of satisfactory academic progress apply to the federal Pell grants, Federal Supplemental Educational Opportunity Grants, Federal Work Study, Federal Stafford Student Loans (subsidized and unsubsidized) and Federal Parent Loans for Undergraduate Students. It does not apply to student aid through the State of Ohio or Institutional scholarships.

## *Procedures*

- (1) TSCC recommends that students at or near the minimum standards work with their academic advisor to make enrollment plans that will maintain their federal student aid eligibility.

- (2) If extenuating circumstances cause students to exceed maximum hours or not to meet the minimum standards, they must complete a SAP appeal with their academic advisor and present appropriate proof and an improvement plan to the College’s Office of Financial Aid. The Office of Financial Aid may act to reinstate a student’s eligibility.

Please contact [FinancialAid@terra.edu](mailto:FinancialAid@terra.edu) for any questions regarding this policy

**Resources**

NA

**Documentation**

NA

**Definitions**

**Term Definition**

<i>Completion Rate</i>	The minimum percentage of credit hours earned divided by attempted credit hours.
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**Approval History**

<i>Date</i>	<i>Policy/Procedure or Entire Document</i>	<i>Notes (Types of Actions)</i>	<i>**Approved by</i>
9/28/2005	Policy	Issued	Unknown
4/26/2023	Entire Document	Transfer to new template – no changes	Jessica McCarthy, Dean of Student Success

\*\*Full name of CASA Committee Chair, signatory, or designee

**Effective Date: 9/28/2005**

**Next Review Date: 4/26/2026**