

Colby·Sawyer College

Colby-Sawyer College Financial Aid Policy

Satisfactory Academic Progress (SAP)

All students are required to make satisfactory academic progress (SAP) toward their degree. The Financial Aid Office is responsible for ensuring that all students who receive financial aid meet SAP. Financial aid recipients are reviewed for satisfactory academic progress at the end of each term, (fall, spring and summer). Students who are not meeting SAP are notified of their status by email from the Financial Aid Office.

SATISFACTORY ACADEMIC PROGRESS MEASUREMENTS

- Qualitatively-undergraduate students must have a minimum 2.0 cumulative grade point average; graduate students must have a minimum 2.7 cumulative grade point average
- Quantitatively- percentage of credits earned vs attempted must be 67%
- Length- full-time students must complete their respective baccalaureate degree programs within a six year period; associate degree programs within a three year period

FINANCIAL AID WARNING

- Upon review, students who do not meet satisfactory academic progress for the first time will be placed on financial aid warning and are notified of their warning status by email from the Financial Aid Office
- Students on financial aid warning may receive aid during the next semester
- If, at the end of the financial aid warning period, the student is meeting SAP, the financial aid warning is lifted
- If at the end of the financial aid warning period the student is not meeting SAP, the student is not eligible for federal and institutional financial aid unless the student has an approved SAP appeal with the Financial Aid Office

FINANCIAL AID PROBATION

- Students with an approved SAP appeal are placed on Financial Aid Probation and will continue to receive financial aid for one additional semester. Students may also be placed on an Academic Plan at the discretion of the financial aid director
- If, at the end of the financial aid probation period, the student is meeting SAP, the financial aid probation is lifted
- If at the end of the financial aid probation period the student is not meeting SAP, the student is not eligible for federal and institutional financial aid until regaining SAP

SAP APPEAL PROCESS

- Students who have lost financial aid eligibility after the warning period may appeal if they have extenuating circumstances
- SAP appeals must be submitted by email and addressed to the director of financial aid
- SAP appeals must include:
 - why the student believes they failed to make satisfactory academic progress and
 - what has changed that will allow the student to achieve satisfactory academic progress during the next academic term
 - The decision of the director of financial aid is final

ACADEMIC PLAN

- As part of the SAP appeal review process, the director of financial aid may require that a student be placed on an academic plan
- The academic plan will be developed by the director of student success and retention and monitored by both the director of financial aid and the director of student success and retention

REGAINING SAP

- Students are encouraged to use all campus resources while on Financial Aid Warning or Financial Aid Probation
- Students must enroll in appropriate courses and earn a minimum cumulative GPA of 2.0 (2.7 graduate students) and have a completion rate of 67%
- Students not eligible for federal or institutional financial aid, may, at their own expense, enroll in appropriate courses and earn a minimum cumulative GPA of 2.0 (2.7 graduate students) and have a completion rate of 67%

ADDITIONAL INFORMATION

- Grades of F, W and Incomplete are calculated as not meeting SAP
- Students receive credit for a course only once regardless of how many times it is repeated
- Approved transfer credits are counted as meeting SAP