

The federal government requires all schools participating in federal financial aid programs (e.g. Pell grant, Direct Loans, etc.) to have a Satisfactory Academic Progress (SAP) policy that meets the minimum federal requirements. This policy defines SAP, the process by which financial aid is revoked for failure to meet SAP minimum requirements, and the process by which students may appeal their SAP status.

The purpose of SAP standards is to ensure students are progressing toward their degree program in a timely manner (“Good Standing”). A student’s SAP status affects their ability to receive aid. All students will be evaluated for SAP status at the conclusion of each term. SAP is measured by three federal standards:

- **Minimum Cumulative GPA (cGPA)** – All students must maintain a 2.0 cumulative GPA.
- **Minimum Cumulative Credit Completion Pace (cPace)** – All students must successfully complete (grades of A, B, C, D\*, or P) at least two-thirds, or 66.67%, of their total attempted RCC credits. For example, if you enroll in 12 credit hours, you must complete 8 credits to meet the Minimum Pace requirement ( $8 \div 12 = 66.67\%$ ).

	<b>Total Credit Hours Completed</b>	<i>divided by</i>	<b>Total Credit Hours Attempted</b>	<i>equals</i>	<b>Pace</b>
<b>Enter your hours:</b>		÷		=	
<i>Example:</i>	10	÷	12	=	83.33%

- **Maximum Time Frame** – Students may receive financial aid for a limited time, up to 150% of their program length, OR until they’ve earned an associate's degree or higher. For example, a 90-credit associate’s degree must be completed within 135 attempted credit hours ( $90 \times 150\% = 135$ ). Program length does not include up to 45 attempted developmental education (DE) credits. DE credits are courses numbered under 100, such as MTH20 and RD90.

	<b>Credits Required for my major (excluding DE Credits)</b>	<i>multiplied by</i>	<b>Max Time Frame</b>	<i>equals</i>	<b>Max Credits eligible for financial aid</b>
<b>Enter your hours:</b>		x	150%	=	
<i>Example:</i>	90	x	150%	=	135

The following information is used to determine a student’s SAP status:

- Successful grades include A, B, C, D\*, and P
- Unsuccessful grades include F, I, NP, W, Y, and Z

**\*D grades** count as a successful when determining cPACE, but unsuccessful for Credit Extension Appeal (CEA) agreements and degree requirements.

**FINANCIAL AID WARNING STATUS:** Students who fail to meet the cGPA and/or cPace standard will be placed on Warning status and still qualify for financial aid. These students will receive a SAP Warning letter reminding them of the SAP policy requirements. At the end of their next term enrolled, students who started the term on Warning status and are again unsuccessful in meeting the minimum standards will be moved to Financial Aid Suspension status.

**FINANCIAL AID SUSPENSION STATUS:** Students on Warning status who do not successfully achieve Good Standing, and students who have exceeded the 150% Max Time Frame standard, are immediately placed on Financial Suspension status. Suspension halts eligibility for all federal, state, and institutional aid.

**REESTABLISHING FINANCIAL AID ELIGIBILITY:** Students placed on Financial Aid Suspension status may reestablish financial aid eligibility by submitting a SAP appeal. The appeal must describe the extenuating circumstances that led to suspension (including any supporting documentation), and explain what they will do differently to ensure success in future terms.

**PROBATION (AID ELIGIBLE) STATUS:** Students who successfully appeal their Financial Aid Suspension status are placed on Probation (Aid Eligible) status. Students who require additional Probation (Aid Eligible) terms to get to Good Standing must submit a new appeal each term, as necessary.

**APPEAL DECISIONS:** The Financial Aid Office will review appeals and notify the student in writing of the decision. If approved, the student is placed on Probation (Aid Eligible) status and will receive an Award Letter or Eligibility Notification. If denied, the student will remain on Financial Aid Suspension status and will not receive federal aid. If a student believes their appeal was misunderstood and has additional clarification and/or documentation, the student may re-appeal a denial ONCE and the SAP Committee will review it. SAP Committee decisions are final and no further appeals concerning the same situation or term will be considered.

Students have the right to appeal multiple SAP Suspensions. Additionally, students who indicate a medical issue as the reason for being unsuccessful must provide a release from a medical professional as supporting documentation for their appeal.

**REPEATING A COURSE:** While on aid, a course may be repeated if not successfully passed the first time. Repeated courses are counted as part of the student's cPACE and Maximum Time Frame.

**INCOMPLETE GRADES:** Incomplete ("I") grades are considered unsuccessful in a student's cPACE calculation. Once an "I" grade is updated to the earned grade, the Financial Aid Office may retroactively evaluate the student's SAP status and adjust it accordingly.

#### **Financial Aid Advising**

3345 Redwood Highway, Grants Pass, OR 97527

**General Phone:** 541.956.7501 **Fax:** 541.471.3585

**Email:** Contact your Financial Aid Advisor based on your pathway  
at <https://www.roguecc.edu/RCCfinAid/>