

Satisfactory Academic Progress

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Satisfactory Academic Progress

- Schools must have reasonable standards for measuring a student's satisfactory academic progress toward the degree or certificate
- A reasonable standard is in accordance with updated regulatory section 668.34

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Reasonable SAP Policy


- At least as strict as policy applied to non-Title IV recipients
- Consistent application to all students within categories of students
 - Full-time or part-time
 - Undergraduate or graduate students
 - Educational program

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SAP Regulations


<p><u>Before July 1, 2011:</u></p> <ul style="list-style-type: none">• SAP in 3 regulatory sections<ul style="list-style-type: none">– Administrative capability: 668.16(e)– Student eligibility: 668.32(f)– SAP: 668.34	<p><u>Effective July 1, 2011:</u></p> <ul style="list-style-type: none">• Puts all SAP requirements in 668.34<ul style="list-style-type: none">– Cross references in 668.16(e) and 668.32(f)
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Why Change SAP Regulations?

- Last comprehensive review in 1983
- Inconsistent terminology used by institutions
- Excessive use of probation
- Establish a more comprehensive and consistent approach


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New SAP Regulations

New regulations provide


- Continued flexibility for institutions in establishing their SAP policies
- Additional flexibility for institutions that monitor SAP more often than annually
- Definitions for “warning” and “probation”
- In general, a student who is not making SAP is no longer eligible for Title IV aid



SAP Continuing Requirements

- Continuing requirements
 - At least as strict as policy for non-Title IV recipients
 - Provide consistent application to all students within categories of students
 - Monitored at least annually
 - Description of effects of course incompletes, withdrawals, repeated courses
 - Maximum time frame


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SAP Regulatory Changes


- Changed or new requirements
 - Specific GPA requirement
 - Pace requirement
 - Treatment of transfer credits
 - Financial aid warning definition
 - Financial aid probation definition
 - Options for schools that monitor progress each payment period

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SAP Regulatory Changes


<i>What the new regs do:</i>	<i>What the new regs don't do:</i>
<ul style="list-style-type: none">• Allow additional flexibility to institutions that monitor SAP more frequently than required	<ul style="list-style-type: none">• No requirement to monitor SAP more frequently• No requirement to put a student on an academic plan• No specification about who must monitor a student when a school chooses to use an academic plan



SAP Policy Changes


- Must specify that if a student is not meeting the standards he or she is not eligible to receive Title IV Aid
- Warning and probation statuses must be described if included in school's policy
- Students must be notified of determinations that impact their eligibility for Title IV

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SAP Policy Requirements

- SAP policy required elements include:
 - Measurement of student's progress at each official evaluation point
 - GPA that a student must achieve at each evaluation
 - Pace of progression to ensure completion within the maximum time frame




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SAP Policy Requirements

- SAP policy must describe how student's GPA and pace of completion are affected by:
 - Incompletes
 - Withdrawals
 - Repetitions
 - Transfer of credit from other institutions
- Accepted transfer credits count as both attempted and completed hours


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GPA Requirement

- Specify GPA required at each evaluation point
- If GPA not appropriate, standard must be a comparable assessment measured against a norm
- For programs longer than two academic years, “C” average or equivalent required at end of second year, or academic standing consistent with the institution’s requirements for graduation

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Pace Requirement

- Replaces quantitative component
- Policy specifies the pace at which a student must complete in order to complete within maximum time to complete
- Pace calculation specified in regulation

Cumulative hours completed
Cumulative hours attempted


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Maximum Time Frame

- For undergraduate programs, must be no longer than 150% of published length of educational program
 - For credit hour programs, as measured in credit hours attempted
 - For clock hour programs, as measured in cumulative clock hours required to complete and expressed in calendar time
- For graduate programs of study, school defines the maximum based upon length of program


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MTF Credit Hour Example

- BA requires 120 credits for graduation
- $MTF = 150\% \times 120 = 180$ credits
- Pace calculation
 - $120/180 = 67\%$
 - Student earning 67% of credits attempted is on pace to complete the program within the maximum time frame
 - Applicable at any enrollment status


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MTF Clock Hour Example

- Program is 1200 clock hours
- Students attend 30 hours per week
- Program scheduled to last 40 weeks
- $40 \times 150\% = 60$ weeks maximum time frame
 - A student must complete 20 hours per week in order to complete 1200 hours in 60 weeks


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Implementation Issues – GPA/Pace/MTF


- Will you have fixed or graduated standards?
 - Fixed for one, graduated for the other? Both the same?
- How will you treat course incompletes, withdrawals and repetitions?
- How will you treat transfer credits?
- How will you treat remedial courses?
- How will you treat changes of major or program? Will these be limited?


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 **How Often is SAP Evaluated?**


- Frequency of evaluation determines options
- For programs of study that are one academic year or less in length, school must evaluate SAP at end of each payment period
- For programs of study longer than one academic year
 - School must evaluate at least annually to correspond with end of a payment period
 - School may evaluate at end of each payment period

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 **SAP Evaluations**


- Each official evaluation must include evaluation of GPA and pace
- Warning and probation statuses only last for one payment period, no matter how frequently SAP is evaluated
- “Warning” and “probation” must have the same definitions as described in regulation
- Evaluations must be at end of payment period no matter how often progress is monitored
 - Clock hour schools – see Electronic Announcement June 6, 2011

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 **SAP Evaluation Points – Clock Hour Programs**


- Schools may monitor progress by selecting 1 of 3 options for all students in a program
 1. At the point where the student's scheduled clock hours for the payment period have elapsed, regardless of whether the student attended them
 2. At the point when the student has attended the scheduled clock hours
 3. At the point when the student successfully completes the scheduled clock hours for that payment period

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 **Evaluations by Payment Period**


- Student is in compliance with SAP standards
- Student is not in compliance with SAP standards
 - Financial Aid Warning
 - Financial Aid Probation
 - Requires student appeal
 - Academic Plan
 - Warning and probation statuses are optional, as is use of academic plan

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 **Financial Aid Warning**


- Status only available to students at schools that monitor progress at the end of each payment period
- Student may receive Title IV aid for one additional payment period
- Status may be assigned without student action or appeal
- Status is optional

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 **After Financial Aid Warning**


- Student meets SAP standards and regains eligibility
- Student does not meet SAP standards
 - Student successfully appeals and is placed on probation or an academic plan
 - Student does not appeal, or appeal is denied and school explains how student can regain eligibility

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Annual Evaluations

- Financial Aid Warning status not available
- Probation requirements same as schools that evaluate at each payment period
- Student not making progress is not eligible for further Title IV assistance, unless student successfully appeals




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SAP Appeal

- Process by which a student who is not meeting SAP standards appeals for reconsideration of eligibility for Title IV aid
 - Policy must describe conditions under which a student may file an appeal
 - Appeal must include information from student explaining why the student failed to make SAP and what has changed that will allow the student to make SAP at next evaluation point
- Appeal process is optional



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SAP Appeal Approval


- School determines that student will be able to make SAP standards by end of next payment period

OR


- Student is placed on an academic plan that will ensure the student is able to meet SAP standards by a specific point in time




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 **Financial Aid Probation**


- Status available for a student not making progress who has appealed and had aid eligibility reinstated
- Student may receive aid for one additional payment period
- School may require student action while on probation
- Possible use of academic plan

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 **After Financial Aid Probation**

- Student meets SAP standards and regains aid eligibility
- Student does not meet standards
 - Student successfully appeals and is placed on an academic plan
 - Student does not appeal, or appeal is denied and school explains how student can regain eligibility

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 **Academic Plan**


- Alternative to probation – available to all schools
- A plan that, if followed by the student, specifies a point in time at which the student will be able to meet the institution's SAP standards
- Student on plan is evaluated against the plan requirements, not regular SAP standards

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Academic Plan Example

- School has 67% pace requirement, students can only attempt 12 credits per term
- Student completes:
 - Term 1 – 9 of 12 = 75% completion rate
 - Term 2 – 0 of 12 = 9 of 24 = 37.5% completion rate
- Policy for term 3 requires 25 completed credits (67% of 36 is 24.12)
 - If student attempts and completes 12, he could only complete 21 credits (9 + 12) and cannot meet the standard by the end of term 3


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Academic Plan Example

- Academic plan for this student
 - Term 3 – plan requires 21 credits (9+12=21)
 - Term 4 – plan requires 33 credits (21+12=33)
- Regular SAP policy requires 33 credits after term 4 - (48X67%=32.16, or 33)
- Student's plan brings student into compliance with SAP standards after term 4


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Implementation Issues - Appeals

- Will your policy permit appeals?
 - How many?
- Who will review appeals?
- Will your policy permit academic plans?
- Who will develop academic plans? Approve? Monitor?


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SAP Notifications

- Institution must notify student of results of SAP review that impacts the student's eligibility for Title IV aid
- If institution has appeal process, must describe the specific elements required to appeal SAP
 - May specify how often and how many appeals are allowed
- In no appeal process, description of how student may re-establish eligibility for Title IV aid


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New Policy Implementation

- Regulation effective July 1, 2011
- Implementation of new policy must be publicized to students
- Crossover payment period – Summer 2011
 - May be subject to current or to new policy
 - Treatment of summer should be addressed in school's notification to students of effective date of new policy


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Implementation Issues - General


- How will current students be notified of the new policy and its implementation?
- If your computer system is used to monitor progress, how will it be tested?
- How will students on academic plans be monitored against the plan? Can the computer system do that?

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SAP Policy Resources


- October 29, 2010 Final Federal Register
 - Program Integrity Regulations
- 668.16, 668.34 (SAP)
- *Electronic Announcement - September 2, 2011*
 - Policy Q & A Webpage on program integrity regs
 - <http://www2.ed.gov/policy/highered/reg/hearulemaking/2009/integrity-qa.html>



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SAP Policy Resources


- FSA Assessments
 - <http://www.ifap.ed.gov/qahome/qaassessments/sap.html>
- IFAP
 - Watch for upcoming online training
 - Upcoming Dear Colleague Letter



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Satisfactory Academic Progress Completed all activities related to this assessment

This assessment provides you with an opportunity to review procedures regarding Satisfactory Academic Progress (SAP). If you completed the student eligibility review and identified issues regarding SAP, we recommend that you review and evaluate your SAP policies and procedures and complete the appropriate activities provided in this assessment. Additional links are provided to assist you in the evaluation of your SAP Policy.

 Policies and Procedures Chart

Why start with the policies and procedures chart?

Reviewing and developing policies and procedures is a good place to begin when evaluating your financial aid operations. It is difficult to assess your compliance on an individual student level if your policies and procedures aren't fully developed, are inaccurate or are not being consistently followed. Completing the policies and procedures prior to any other activities will help you identify additional areas to evaluate and will assist you in making the most of your compliance efforts.

For SAP we recommend that you start with Section 1 (SAP 2010-11). In addition, you may find it helpful to view the template to either assist you in creating a new policy and procedure or to test your current policies and procedures. **SAP 2010-11 & a Choice will assist you in developing your components of SAP.**

If you identify areas requiring a corrective action, we recommend that you complete the **Student Aid Enhancement Worksheet**.

Activity Bar:

- [SAP Activity 1 - SAP 2010-11 Review Worksheet](#)
- [SAP Activity 2 - SAP 2010-11 Review Worksheet](#)

Additional Links: [2010-11 FSA Handbook, Student Eligibility, Chapter 1 - 2010-11 FSA Handbook, Student Eligibility & Compliance, Chapter 11](#)

Satisfactory Academic Progress	Activity
SAP Component (2010-11) (SAP 2010-11)	SAP Activity 1 - SAP 2010-11 Review Worksheet SAP Activity 2 - SAP 2010-11 Review Worksheet
Appeal Process (2010-11) (SAP 2010-11)	
Student Aid Enhancement Worksheet (2010-11) (SAP 2010-11)	
Student Eligibility (2010-11) (SAP 2010-11)	
Satisfactory Progress (2010-11) (SAP 2010-11)	

[Policies and Procedures Chart](#)



QUESTIONS???

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