

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

Students receiving financial assistance through a federal program or S.C. Need Based Grant must be making satisfactory academic progress toward a degree, diploma or certificate. The financial aid office must monitor the progress of all students to ensure that they are making satisfactory progress toward completion of their program in a reasonable period of time. This policy is in addition to the academic standards required by the College. The cumulative review determines the student's eligibility for financial assistance based on his or her academic history. Whether the student has received financial assistance previously is not a factor in determining eligibility.

Communication with You

- Your SAP status will be evaluated after each semester in which you were enrolled.
- You will be notified via email to your SCC email account if your status changes.
- Through the SCC Portal, you must review your email and announcements regularly to ensure you have the latest information about your financial aid and SAP status.

Qualitative Standard (Completion Rate and Grade Point Average)

- The minimum completion rate requires you to earn at least 67% of the cumulative credit hours attempted.
- Courses with grades of F, W, WF, I and U are not considered completed courses.
- You are also required to maintain a minimum program grade point average (GPA) of 2.0.
- You are placed on financial aid warning if the completion rate is less than 67% or if the program GPA is less than 2.0. (See Warning below.)

Quantitative Standard (Length of Eligibility)

- You may receive financial aid for 1.5 times the published length of your program of study.
- For example, a student enrolled in a 60 credit hour program is eligible until 90 credit hours are attempted ($60 \times 1.5 = 90$).
- Transfer hours are added to the total hours attempted at SCC to assess the length of eligibility.
- You may repeat a course, but repetitions will count toward the length of eligibility.
- Once the maximum number of hours is attempted, you are placed on financial aid suspension.
- To reestablish eligibility, you must have an approved appeal. (See Appeals below.)

Remedial Courses

- Remedial courses are defined as zero level and 100 level courses.
- A student may only attempt or count for enrollment status purposes up to 30 remedial hours.
- Remedial courses will not count for SAP purposes in the GPA or length of eligibility calculation.
- Remedial courses will count for SAP purposes in the completion rate calculation.

Warning

- The minimum credit hour completion rate and the GPA standard are assessed at the end of each semester. If you do not earn the minimum grade point average and/or complete the minimum number of credit hours required, you are placed on financial aid warning for the next semester attended.
- Financial aid eligibility continues during the warning period.
- **During the warning period, you must take at least 6 credit hours, complete 100% of the attempted hours and have at least a 2.0 term GPA.** If you do not meet these stipulations, you will be placed on financial aid suspension. (See Suspension for Failing to Meet Warning or Probationary Stipulations below.)
- If you meet the warning stipulations, have a minimum 2.0 program GPA and have a completion rate of at least 67% of the cumulative hours attempted, you will be removed from financial aid warning and must continue to meet this policy.
- If you meet the warning stipulations and the program GPA is less than 2.0 or the completion rate is less than 67 percent of the cumulative hours attempted, you will be placed on financial aid probation. (See Probation below.)

Probation

- To remain eligible for aid during a probationary period, you must submit an appeal to include an academic plan.
- During the probationary period, you must take at least 6 credit hours, complete 100% of the attempted hours, have at least a 2.0 term GPA and continue to follow the academic plan. If you do not meet these stipulations, you will be placed on financial aid suspension. (See Suspension for Failing to Meet Warning or Probationary Stipulations below.)
- If you meet the probationary stipulations, have a minimum 2.0 program GPA and have a completion rate of at least 67% of the cumulative hours attempted, you will be removed from financial aid probation and must continue to meet this policy.

Suspension for Failing to Meet Warning or Probationary Stipulations

- To reestablish eligibility you must submit and have an approved appeal **after** completing a semester at SCC without financial assistance (excluding Lottery Tuition Assistance). During the semester you attend without financial assistance, you must take at least 6 credit hours, complete 100% of the attempted hours and have at least a 2.0 term GPA.
- Exceptions to this policy will only be allowed if you encountered some type of extenuating circumstance during the warning or probationary period that hindered you from meeting the stipulations.
- Examples of acceptable extenuating circumstances include: prolonged hospitalization during the warning or probationary period, death in the family during the warning or probationary period or change in work hours that conflicted with the class schedule during the warning or probationary period. Because you are aware prior to the warning or probationary period that you must meet the stipulations, extenuating circumstances do not include being a single parent or working full-time while attending school.
- You are advised to solve your difficulties prior to registering for a warning or probationary period.

Appeals

- Appeals for suspension of financial aid are reviewed by the Financial Aid Appeals Review Committee.
- The number of appeals will be limited to two (2) per student and forms may be obtained from the financial aid office or the website at www.sccsc.edu/FinancialAid under "Forms".
- If the Committee determines that justifiable evidence of extenuating circumstances exists, a student may receive an extension of financial aid eligibility.
- Appeals for length of eligibility should include from the academic advisor a signed statement showing the remaining classes needed to complete your program of study and an anticipated completion date. This documentation should be submitted with your appeal.
- Appeals because stipulations were not met during a warning or probationary period must explain why the SAP policy is not being met and include an explanation of what has changed that will allow the SAP policy to be met.