



UNDERGRADUATE SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

The Office of Financial Aid at Hood College evaluates undergraduate students annually, following the spring semester, to determine whether they are meeting Satisfactory Academic Progress (SAP) standards for financial aid eligibility. For financial aid purposes, terms are defined as fall, winter, spring, and summer. All students are evaluated using both qualitative (grade-based) and quantitative (pace and maximum timeframe) standards.

Students who fail to meet SAP standards are not eligible for financial aid unless an appeal is approved. Students are not limited to one appeal.

Programs affected by the SAP standards include Federal Pell Grant, Federal Direct Loans (Subsidized and Unsubsidized), Federal Parent PLUS Loans, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study, state aid programs, institutional aid, and private or outside scholarships (if applicable).

Students who do not meet SAP standards at the end of the spring semester will be notified by email at their Hood College email address and provided information regarding the appeal process and applicable deadlines.

CUMULATIVE GPA

The qualitative standard measures academic performance based on cumulative grade point average (GPA), including basic skills coursework (reading, writing, and mathematics). Students must meet the following cumulative GPA requirements:

Total Hours Attempted | Minimum GPA Requirement

1–25 | 1.50

26–38 | 1.60

39–50 | 1.70

51–63 | 1.90

64–124 | 2.00

A cumulative GPA of 2.00 is required for degree completion. Students who do not meet the minimum GPA requirement will be placed on financial aid suspension and may submit an appeal in accordance with this policy.

CUMULATIVE COMPLETION RATE (PACE)

The quantitative standard measures a student's progress toward degree completion. Federal regulations require students to successfully complete at least 67% of all attempted credits in order to maintain financial aid eligibility.



The Office of Financial Aid calculates pace by dividing the cumulative number of credits successfully completed by the cumulative number of credits attempted. All periods of enrollment are included in this calculation, regardless of whether the student received financial aid during those terms.

Pace = Cumulative Credits Successfully Completed ÷ Cumulative Credits Attempted

TREATMENT OF W, INC, AU, F, S AND U GRADES AND REPEATED COURSEWORK

Grades of W, F, INC, and U are considered attempted but not completed coursework. These grades are not included in the GPA calculation but are included in the pace calculation.

A satisfactory (S) grade is treated as attempted and completed coursework but is not included in the GPA calculation.

An audit (AU) grade is not considered attempted coursework and is not included in the GPA calculation, pace calculation, or enrollment status for financial aid purposes.

Repeated courses are counted as attempted credits. The highest grade earned is used in the GPA calculation. Students may receive financial aid for a previously passed course one additional time. A course that has already been passed twice is not eligible for financial aid.

Students may receive financial aid for up to 30 attempted credits of basic skills (remedial) coursework. At Hood College, this includes MATH 098. These credits are included in the GPA calculation but are excluded from maximum timeframe calculations. Students who exceed 30 attempted basic skills credits without successful completion will no longer be eligible for financial aid for those courses.

Transfer credits accepted toward a student's degree program are included as both attempted and completed credits for pace and maximum timeframe purposes. Transfer credits are not included in the GPA calculation.

MAXIMUM TIMEFRAME

Students must make progress toward completing their degree within a reasonable period of time. Federal regulations limit financial aid eligibility to 150% of the published length of a program.

Undergraduate students at Hood College are expected to complete 124 credits to earn a bachelor's degree. Students may receive financial aid for up to 186 attempted credits (124 × 150%).

Students who exceed the maximum timeframe will lose eligibility for financial aid but may appeal in accordance with the procedures outlined in this policy.



FINANCIAL AID SUSPENSION

Students who do not meet all SAP standards will be placed on financial aid suspension and will no longer be eligible to receive financial aid unless an appeal is approved.

Hood College evaluates SAP annually at the conclusion of the spring semester. Students who fail to meet SAP standards will be notified by email at their Hood College email address and provided information regarding the appeal process.

Because SAP is reviewed annually, Hood College does not assign a financial aid warning period. Students placed on financial aid suspension may submit an appeal in accordance with the procedures outlined in this policy.

APPEALS PROCESS

Students on financial aid suspension may submit an online SAP Appeal Form to the Office of Financial Aid. Appeals must be submitted by the deadline indicated in the student's SAP notification.

The appeal must include:

1. A description of the extenuating circumstances that prevented the student from meeting SAP standards.
2. A description of what has changed and the steps the student will take to successfully meet SAP standards moving forward.
3. Supporting documentation that substantiates the circumstances described in the appeal. Documentation must be uploaded as part of the online appeal process.

The Financial Aid Appeals Committee may request additional information, including an academic plan approved by the student's academic advisor, if the student will not be able to meet SAP standards by the end of the next semester. The Office of Financial Aid will notify the student by email if additional documentation is required.

The Financial Aid Appeals Committee will review the appeal and notify the student of its decision by email, typically within ten business days of receiving a complete appeal.

All decisions of the Financial Aid Appeals Committee are final.

If an appeal is approved, the student will be placed on financial aid probation for one semester and will be expected to meet all SAP standards by the end of the probationary period. Students who fail to meet SAP standards at the conclusion of the probationary semester will be placed on financial aid suspension and will no longer be eligible to receive financial aid unless a subsequent appeal is approved.



If it is determined that a student will be unable to meet SAP standards within one semester, the Financial Aid Appeals Committee may require the student to follow an academic plan as a condition of the approved appeal. Students who successfully meet the requirements of the academic plan will remain eligible for financial aid during the terms specified in the plan. Any modifications to the academic plan must be approved by the student's academic advisor and/or the appropriate student support office.

Students whose appeals are denied, or who choose not to appeal, may regain financial aid eligibility by enrolling in coursework at Hood College without the assistance of financial aid and successfully meeting all SAP standards. Students planning to enroll without financial aid assistance should notify the Office of Financial Aid.