

# College of the Ozarks

## Satisfactory Academic Progress Policy

### A. Purpose

Students receiving Federal Student Aid may enroll in courses that will fulfill their educational goals. These courses should follow published degree requirements.

The Higher Education Act of 1965, as amended, mandates institutions of higher education to define, establish, and enforce minimum standards of satisfactory academic progress for students receiving Federal Student Aid.

### B. Policy

In accordance to Federal Student Aid regulations, College of the Ozarks has established both quantitative and qualitative measures for evaluating the progress of Federal Student Aid recipients. Evaluation of the academic progress of students will occur at the end of each academic year (in May).

The Satisfactory Academic Progress Policy applies to all students at the institution (both Title IV and non-Title IV recipients).

In order to allow for the appropriate due process, an appeal procedure is included to allow for extenuating circumstances.

### C. Procedures

#### 1. Pace (quantitative)

- a. Federal Student Aid regulations provide for assistance up to 150% of program length, i.e. there is a maximum timeframe in which Federal Student Aid can be awarded.
- b. Students pursuing an Bachelor's Degree may attempt up to a maximum of 150% of the required hours for their program of study.
- c. Students must successfully complete at least two-thirds (66.66 %) of their total credit hours attempted. Credit hours transferred from other colleges and universities will be included in the total credit hours attempted at College of the Ozarks and will be counted in the credit hours toward the pace maximum.
- d. Students who graduate and/or complete their Bachelor's Degree (program of study) will be considered to have met the pace maximum.  
NOTE: No additional time will be allowed for program of study completion if a student changes majors or programs. All courses in all semesters are counted in the pace maximum.
- e. All classes with a grade of A, A-, B, B+, B-, C+, C, C-, D+, D, D-, F, P, W, WP, I, are counted in the pace calculation, including any classes which are repeated.

#### 2. Grade Point Average (GPA) (qualitative)

Unless placed on an academic plan, as noted in Section (C)(7), students receiving Federal Student Aid must maintain the following GPA in order to receive Federal Student Aid:

- a. a minimum cumulative grade point average of 2.00, and
- b. Grades of A, A-, B+, B, B-, C+, C, C-, D+, D, D- and F are counted when determining a student's cumulative GPA. Grades of I, and any audit grades are not counted when determining a student's cumulative GPA. Grades for credit hours transferred from other colleges and universities will be included when determining the pace (hours completed), but GPA is not used since GPA is not accepted by the College for transfer hours.

#### 3. Financial Aid Probation

- a. Students failing to meet either the Pace requirement in Section (C)(1) or GPA requirement in Section (C)(2) will be placed on Financial Aid Probation for the succeeding academic year. The student is then ineligible for Federal Student Aid.
- b. Once a student regains a satisfactory cumulative GPA and meets the pace requirement (minimum 66.66%) for completion of the total credit hours attempted, the student may regain eligibility for Federal Student Aid.
- c. A student may appeal the loss of Federal Student Aid eligibility once during their enrollment at College of the Ozarks, in accordance to the appeal process found in Section (C)(6).

#### **4. New Financial Aid Recipients and Transfer Students**

- a. New and transfer students who attend College of the Ozarks will be required to meet the satisfactory academic progress standards at the end of the academic year (which occurs in May) in which they entered classes at College of the Ozarks.
- b. Students who have already completed an undergraduate degree and apply for financial aid will be considered to have met the pace maximum and are ineligible for Federal Student Aid.

#### **5. Conditions for Appeal**

Students who lose eligibility for Federal Student Aid may submit an appeal for consideration by the Financial Aid Director. An appeal may be submitted due to the following condition:

- a. Student has been placed on Financial Aid Probation.

#### **6. Appeal Process**

The process to appeal the loss of Federal Student Aid benefits will be maintained by the Financial Aid Office and communicated to the appropriate students at the end of each academic year (in May), or as otherwise deemed necessary.

- a. Appeal of a Financial Aid Probation status is done through the College of the Ozarks Financial Aid Office. The documents necessary for an appeal will be provided to the student at such time the student is deemed to be in a Probation status for financial aid.
  - i. The appeal is required to include the student's name, college ID#, primary degree program, anticipated graduation date, and a statement clearly explaining reasons for poor academic performance.
  - ii. A clear outline showing each semester, until graduation, what classes will be taken semester.

If a student's appeal is reviewed and Federal Student Aid is not reinstated by the Financial Aid Director, the student may appeal the decision, in writing, to the Vice President for Patriotic Activities and Dean of Admissions, whose decision is final.

#### **7. Academic Plan**

Subsequent to review and approval, students whose aid eligibility is reinstated will be subject to following an established academic plan.

- a. A student placed on an academic plan must complete each academic year with a minimum 2.00 Cumulative GPA, not dropped or failed any courses during the academic year (fall and spring) and not changed the Program of Study from what was approved on their SAP Academic Plan. Failure to meet this component will cause the student to be placed on Financial Aid Probation.
- b. If a student has already been placed on an academic plan following a successful Financial Aid Probation appeal, then loses eligibility, the student is required to regain eligibility by meeting the College's Satisfactory Academic Progress Policy. Therefore, the student must meet the academic requirements for a completion ratio of at least 66.66% as specified in Section (C)(1)(c) and grade point average requirements as specified in Section (C)(2) and have not exceeded the maximum number of allowable credit hours and subject to ineligibility as defined in Section (C)(8).

- c. If a student believes they have met the requirements for reinstatement, as noted in (C)(7)(b) above, a request can be submitted to the Financial Aid Office requesting a review of eligibility.

**8. Graduates and Maximum Hour Limits**

Students who have met the requirements in order to receive a Bachelor's Degree or have a Bachelor's Degree or have exceeded the maximum number of allowable credit hours (150%) for their program of study are ineligible to receive Federal Student Aid.