

2011-12 Satisfactory Academic Progress Requirements For Financial Aid Recipients South Seattle Community College

Students receiving financial aid are required to maintain satisfactory academic progress by completing all the credits for which they receive aid, maintaining a quarterly and cumulative grade point average (GPA) of 2.0 or higher and only registering for credits required for their major/program of study.

Definitions

Warning – students on warning are eligible to receive aid. Students placed on warning must successfully complete all of the credits for which they enroll and achieve a 2.0 GPA or higher to continue receiving aid.

Suspension – students on suspension are not eligible to receive aid. For reinstatement options review “Right to Appeal.”

Probation – students on probation have had a Suspension Appeal approved and are required to meet the conditions of their reinstatement to continue receiving aid.

Pace of Progression – ability to complete program of study within the maximum time frame.

Qualitative Requirements

All students must be in good academic standing with the college and maintain a minimum quarterly and cumulative 2.0 GPA. Students failing to meet this standard will be placed on “**warning**” status.

Quantitative Requirements

Students are expected to complete all the credits for which they register each quarter to ensure they will complete their program of study within the maximum time frame. Students must complete 67% of credits attempted, to meet **pace of progression** requirements. Pace of progression is evaluated annually and is based on the cumulative credits completed divided by the cumulative number of credits attempted. Students that cannot mathematically complete their program in the maximum time frame for their program of study are no longer eligible to receive financial aid.

If You Enroll In	You Must Success-fully Complete	You Will Be Placed On Warning If You Only Complete	Aid Will Be Suspended If You Complete Less Than
Full Time 12 or more credits	12 credits per quarter	6-11 credits per quarter	6 credits per quarter
$\frac{3}{4}$ Time 9-11 credits	9 credits per quarter	5-8 credits per quarter	5 credits per quarter
$\frac{1}{2}$ Time 6-8 credits	6 credits per quarter	3-5 credits per quarter	3 credits per quarter
Less Than $\frac{1}{2}$ Time 1-5 credits	All credits per quarter	Not Applicable	All credits per quarter

Grades of 0.7 to 4.0 and “S” count toward **successfully completed** credits. Grades of “N” (audit), “W” (withdrawal), “NC” (no credit), “Y” (on going), “I” (incomplete) and “*” (missing grade) **do not** count toward successfully completed credits.

Students must notify the Financial Aid Office when a grade is changed or a missing grade is submitted. Grade changes must be processed before the beginning of the following quarter. Grade changes processed after this time will not change your financial aid Satisfactory Academic Progress status.

Financial aid cannot pay for courses to be retaken if grades of 0.7 to 4.0, “S”, “I”, “N”, “*” or “Y” were received. Courses with all other grades may be repeated once.

Students with two consecutive quarters on warning or three or more quarters on warning will be placed on financial aid suspension.

Right to Appeal

Financial Aid recipients who do not meet the standards previously mentioned, may petition for reinstatement of aid upon completion of one or more of the following and subject to availability of funds:

1. Submit a Suspension Appeal Form if you had extenuating circumstances i.e. death of a relative, unexpected injury or illness, etc., along with supporting documentation to the Financial Aid Office.
2. Enroll and complete 6 or more credits at South Seattle, students must successfully complete all of the credits for which they enroll, and receive a 2.0 GPA or higher. Once the student meets the minimum standard for one quarter, submit the Suspension Appeal Form along with an unofficial transcript.

Suspension appeals will be reviewed to determine if aid will be reinstated based on qualitative, quantitative, pace of progression and maximum time frame regulations. Students will be placed on probation status when their suspension appeal has been approved. Students on probation who fail to meet satisfactory academic progress, will be placed on suspension status without the option to appeal and are no longer eligible to receive financial aid.

Satisfactory Progress Limitations

1. Students may register only in **the credits that are required** for completion of their program. Students who have utilized the maximum time frame may meet with an advisor to develop a petition for an extension of time. However, extensions will be granted only when allowable within Federal and State guidelines and on a case-by-case basis. When credits have been received at any other school, those classes that apply toward completion of the degree from South Seattle Community College will be subtracted from credits required for the current program.
2. Students will be allowed financial aid for a maximum of two programs of study, provided all other academic progress criteria have been satisfactorily maintained. However, only the longer time frame of the two programs is allowed, not the addition of the two time frames. Students are advised to consult with their advisor prior to making a change in their program of study.
3. A maximum of **45 credits** may be added to the allowable credits attempted for **remedial** work required as identified by a college placement test. Students are ineligible for aid if additional remedial work is needed beyond the 45 credit maximum.

Transfer Students

Transfer students applying for financial aid are required to have an official transcript evaluation completed by the Credentials Evaluation Office, for all colleges and universities previously attended. This process takes 6-8 weeks, please apply at the same time you begin your financial aid application. It is the student's responsibility to submit the official evaluation to the Financial Aid Office. Financial aid files will not be considered complete and aid will not be awarded until an official evaluation has been submitted.

Students with an associate's or bachelor's degree (or its foreign equivalent) who are pursuing an associate's degree are not eligible for aid. Associate's or Bachelor's degree holders, who are pursuing a professional technical certificate/degree, may be eligible for institutional aid.

South Seattle Community College does not discriminate against individuals on the basis of race, color, creed, national origin, sex, disability, age, religion, honorably discharged veteran or military status, or sexual orientation.

Information in this publication is subject to change without notice. Please contact the Financial Aid Office if you have any questions.