RCC
Rogue Community College

Satisfactory Academic Progress Policy for Financial Aid Students
Academic Year 2018-19
Effective beginning with the evaluation of summer term 2018

To get or keep financial aid (federal and state grants, student employment, student loans), federal rules require you to make satisfactory academic progress (SAP) towards completing your aid-eligible, RCC certificate or degree program (see Academic Programs Chart).

RCC measures your academic progress to get aid by the following:

- cumulative Grade Point Average (cGPA) - (Is your cGPA at least 2.0?)
- pace - (By the time your net attempted RCC credits are at least half your maximum required credits for your program, is your cCCR at least 66.67%?)
- maximum credit limit - (Can you complete your program within 150% of the number of credits it requires?)

At the end of each term, in addition to the above, we also measure term credit completion (TCC) to determine if you qualify to keep financial aid.

(To maintain eligibility for scholarships, you must meet the requirements set by your funding source.)

Cumulative GPA (cGPA) and Grade Requirements
(maintain at least a 'C' average)

A mathematical average of all RCC graded credits using the following 4.0 scale; A=4, B=3, C=2, D=1, F=0 (AU, I, NP, P, R, W and Z are not-applicable).

- You must maintain a cGPA of 2.0 or greater.
- Grades that impact cGPA are A, B, C, D and F (not AU, I, NP, P, R*, W, Y or Z; *While an R does not directly impact cGPA, applying to have it replace a prior grade from your transcript will).
- Successfully completed grades are A, B, C, D* and P. (*Only when in good standing.)
- Unsuccessful grades are AU, D*, F, I, NP, W, Y and Z (do not contribute toward program completion). (*Only when not in good standing.)

Pace Requirements
(pass at least two-thirds of all classes you attempt)

All successfully completed RCC credits*, divided by all attempted RCC credits. A pace of at least 66.67% is required by the time your net attempted RCC credits (not including up to 45 developmental education credits) reach at least half the maximum number of required credits for your academic program. (*If your pace is low and you have officially transferred in credits from other colleges to meet program requirements, you may request a re-calculation to include these credits.)

Maximum Credit Limit Requirements

Financial aid is only available for a limited "time" (attempted credit allowance of up to 150% program length, not including up to 45 developmental education credits). Upon initial review of your annual application, if you've reached program length, we'll check to see if you can complete before 150%. If not, or if you already have at least a 2-yr degree, future financial aid is awarded only after an approved Credit Extension Appeal (form available at www.roguecc.edu/FinancialAidForms). Once on a credit extension, you must enroll ONLY in required courses and you must successfully complete ALL attempted credits. Otherwise, your credit extension is suspended (i.e. complete your program without financial aid unless you appeal for documentable extenuating circumstances and it is approved).

Term Credit Completion (TCC) Requirements
(finish well each term you start)

Each term, the Financial Aid Department verifies how many of your attempted credits you successfully complete. See Financial Aid Status Charts for how it affects your access to future aid (does not apply when on a Credit Extension Appeal (CEA)).

- Attempted credits are courses you enroll in, do not drop/are not administratively dropped from, and that are listed on your academic transcript.
- Successfully completed grades are A, B, C, D* and P. (*Only when in good standing.)

Award Level

Financial Aid is awarded based on how many aid-eligible credits you enroll in.

12+ credits = Full-Time, 9-11 credits = Three-Quarter-Time, 6-8 credits = Half-Time, 1-5 credits = Less-Than-Half-Time

Awards made prior to a term are based on planned enrollment. Adjustments are made through the second Wednesday of a term or prior to payment, whichever is later, or for non-attendance when an F, NP or Z grade is earned. Eligible enrollment at the time of payment determines your award level. Once eligible payment is made, you are responsible to make SAP on that award level.

Aid-Eligible Credits

- Outstanding, required prerequisites, program credits or approved electives for a declared certificate or degree program (up to maximum credit limit).
- Up to 45 needed developmental education credits, which include:
  - CS60
  - MTH15A, 20, 60, 60R, 63, 64, 65, 65R, (93), (94), 95, 95R, 96
  - RD(20), (30), 90
  - (SK8)
  - WR(10), (20), (30), 90, 91

Non-Aid-Eligible Credits

- Credits taken while pursuing a high school diploma or GED
- Adult Basic Education
- Audited courses
- Classes below 100 level that are not pre-requisites, required program credits or approved electives (ex. HD50-99, SK31)
- Continuing education units
- Credit from challenge exams
- ESL
- GED
- Non-credit courses
- Repeated program courses that you already passed twice

Repayment/Refund Policy

If you receive financial aid for courses you do not attend, you will owe a repayment. Those who begin a term but do not complete it (drop out, withdraw, or stop attending) may not be eligible to keep their full funding and may owe a repayment. See Return to Title IV brochure.

Resolving Financial Aid Suspension or Aid Denied

If access to aid is denied or has been suspended, you will be notified. If you decide to enroll without access to financial aid, payment is your responsibility. To possibly qualify for or reinstate access to financial aid after your eligibility has been suspended, you must do one of the following:

A. Successfully complete at least one eligible **term on your own** (without financial aid) and meet the following criteria, as applicable.

If your aid was suspended because: (one or more reasons may apply)	Then you must:
You did not successfully complete enough attempted term credits.	Successfully complete (A, B, C and P grades only) at RCC the number of outstanding program credits you were short during the term suspension was earned. (Not applicable if on a Credit Extension Appeal.)
Your cGPA is less than 2.0.	Bring your RCC cGPA up to at least a 2.0 over a minimum of one term on your own.
Your net attempted RCC credits are at least half your maximum required credits for your program and your pace is less than 66.67%.	Bring your RCC pace up to at least 66.67%. (Does not apply if you will exceed your maximum credit limit.)

Reinstatement does not guarantee eligibility. If an appeal is denied, reinstatement will require that the above conditions are met. Notify Rogue Central in writing when you believe you have reinstated your access to financial aid.

B. Submit a complete **Financial Aid Appeal** (www.roguecc.edu/FinancialAid/Forms) if you meet one of the following criteria:

1. You experienced **extenuating circumstances** during your most recent term on aid. Extenuating circumstances are situations that:
   - Are significant and documentable
   - Are beyond your control
   - Are unforeseen through the drop period
   - Occurred during the term (after the drop period)
   - Had a direct impact on your ability to successfully complete the term

2. You qualify for the following exception:
   - 5-year exception: You last attended RCC at least five years ago and had a term credit completion deficiency during your last term on aid and/or your cGPA is less than 2.0. (Not applicable if your net attempted RCC credits are equal to at least half your program length and your cCCR is below 66.67%).

3. You meet the qualifications for **Academic Plan**:
   - Your access to financial aid was suspended and you were on Probation by Appeal or you were on an Academic Plan, you enrolled only in necessary courses, and you successfully completed (A, B, C or P grades) ALL your attempted credits, but still have a cGPA less than 2.0.

4. You need to apply for a **Credit Extension**:
   - You have already earned at least an Associate's degree, have changed your major or are pursuing a second major, your net attempted RCC credits equal at least program length, your cCCR is at least 66.67%, you cannot graduate without attempting more than 150% of the maximum number of credits required by your program (not including up to 45 DE credits), and would like to appeal for continued access to aid for just enough credits to do so.

5. You are not yet admitted to a limited-entry program, but are **taking prerequisites**:
   - Until you are in a program, the only financial aid RCC may be able to offer you for prerequisite enrollment is a student loan (at least half-time enrollment must be maintained during your loan period that is limited to no more than 365 days).

The Financial Aid Office will review your appeal and notify you of the decision in writing. If approved, you will receive an Award Letter or Eligibility Notification. If denied, the Financial Aid Office will remind you how to establish or reinstate your eligibility on your own (if possible). If you believe your appeal was misunderstood or denied in error and have additional clarification or documentation, you may re-appeal a denial ONCE and a SAP committee will review. SAP committee decisions are final and no further appeals concerning the same situation or term will be considered.

If you have questions about how this policy applies to your situation, contact Rogue Central Services in person or via email at rcs@roguecc.edu.

Financial Aid Status Charts

Good Standing (GS)

If your award level is:	And you attempt	And you successfully complete (A, B, C, D, P)	And your RCC cGPA is	And your pace is ^	Your SAP status will be	Your financial aid eligibility for the next term
Full time	12+ credits	8+ credits	2.0 or higher	66.67% or higher	Good standing	Access to aid. You may receive grants, Federal Work Study, and loans.
Three quarter time	9 – 11 credits	6+ credits				
Half time	6 – 8 credits	4+ credits				
Less than half time	5 credits	3+ credits				
	3 – 4 credits	2+ credits				
	1 – 2 credits	1+ credits				

Financial Aid Warning (W)

If during the term you are in good standing and your award level is:	And you attempt	And you successfully complete (A, B, C, D, or P)	And your RCC cGPA is	And your pace is ^	Your SAP status will be	Your financial aid eligibility for the next term
Full time	12+ credits	3-7 term-length credits	2.0 or higher*	66.67% or higher	Financial Aid Warning	Access to aid. You may receive grants, Federal Work Study, and loans.
Three quarter time	9 – 11 credits	3-5 term-length credits				
Half time	6 – 8 credits	3 term-length credits				
Less than half time	1 – 5 credits	n/a	n/a	n/a	n/a	n/a

*If you have less than 13 graded college credits that includes at least one P/NP developmental education course and you passed 3 or more term length credits with an A, B, C, or P during the term good SAP was not met, you qualify for an automatic Warning term.

Aid Suspended (AS)

If your award level is:	And you attempt	And you complete (*or 3 or more non-term-length credits)	Or your RCC cGPA is	Or your pace is ^	Your SAP status will be	Your financial aid eligibility for the next term
Full time	12+ credits	0 – 2 credits*	Less than 2.0	Less than 66.67%	Financial Aid Suspension	No access to aid. You CANNOT receive grants, Federal Work Study, or loans. See "Resolving Financial Aid Suspension" for reinstatement or appeal options
Three quarter time	9 – 11 credits	0 – 2 credits*				
Half time	6 – 8 credits	0 – 2 credits*				
Less than half time	5 credits	0 – 2 credits*				
	3 – 4 credits	0 – 1 credit*				
	1 – 2 credits	0 credits				

^Applicable once your net attempted RCC credits (not including up to 45 developmental education credits) are at least half the maximum required credits for your program.

Warning (W)

During a W term, you must meet GS requirement to be eligible for the next term (exception: a 'D' is not successful completion).

Probation by Appeal (PA)

Aid was suspended, then a SAP appeal for extenuating circumstances or a qualifying exception was submitted and approved, giving you access to financial aid for which you are otherwise eligible for one term. During a PA term, you must meet GS requirements (exception: a D does not qualify) to be eligible for the next term.

Academic Plan (AP)

While on Probation by Appeal or Academic Plan status, you successfully complete with an A, B, C or P grade ALL attempted term credits but your cGPA is still low. You submit an appeal for continued access to aid on a SAP Status of "Academic Plan."

Credit Extension by Appeal (CEA)

You already have at least a two-year degree (Associate's or Bachelor's), or have exceeded/will exceed your maximum credit allowance (150% maximum program credits) before you are able to graduate, so future access to financial aid is denied. If you have changed your major or declared a second major, you may appeal for continued access to aid for an allowance of credits sufficient to complete program requirements. If approved, you must enroll only in required courses and must successfully complete (A, B, C, or P) ALL attempted credits. Enrolling in an unnecessary course, earning an unsuccessful grade or changing your major will void the CEA (no further access to aid short of an appeal approval on the basis of qualifying extenuating circumstances).

In an effort to support program completion and optimal career readiness, RCC reserves the right to deny access to aid after excessive major changes or if you are unable to document how your current major is the best option to prepare you for gainful employment.

2018-19 Academic Programs Chart

Academic Program	Required Credits	Maximum Credit Limit
AA/Oregon Transfer (AAOT)	90	135
◊•Alcohol & Drug Counselor (C)	51-52	78
AS (Business-SOU)	90	135
AS (Business Management-Entrepreneurship/Small Business Management-OT)	98-101	152
AS (Civil Engineering – OT)		
AS (Computer Science-SOU)	90-103	155
AS (Criminology-SOU)	97-107	161
AS (Early Childhood Development-SOU)	105-109	164
AS (Electrical/Renewable Engineering – OT)		
AS (Elementary Education-SOU)	90-100	150
AS (Computer/Embedded Systems Engineering Technology-OT)	108	162
AS (Emerging Media and Digital Arts-SOU)	90	135
AS (Health and Physical Education-SOU)	90-93	140
◊AS (Human Services-SOU)	101-108	162
AS (Health Informatics-OT)	103-105	158
AS (Information Technology – OT)		
AS (Manufacturing/Engineering Technology-OT)	103-108	162
AS (Mechanical Engineering – OT)		
AS (Outdoor Adventure Leadership-SOU)	90	135
AS (Software Engineering Technology–OT)	90-91	137
#AS (Sustainability Leadership-SOU)	90-93	140
AS/Oregon Transfer-Business (ASOT)	90-108	162
AS/Oregon Transfer-Computer Science (ASOT)	90	135
Associate of General Studies (AGS)	90	135
Automotive Specialist (C)	55-59	89
Automotive Technology (AAS)	101-107	161
^Basic Health Care (C)	24-30	45
Business Assistant (C)	50-54	76
^Business Assistant: Business and Information Specialist (CPC)	31	47
^Business Assistant: Customer Service (CPC)	29	42
^Business Assistant: Retail Sales and Service (CPC)	32	48
Business Assistant: Small Business Management (CPC)	40	60
Business Technology (AAS)	91-95	143
Business Technology: Accounting Option (AAS)	90-94	141
Business Technology: Management/Marketing Option (AAS)	91-95	143
◊Clinical Lab Assistant (C)	39	59
Computer Support Technician (AAS)	90-95	143
Computer Support Technician - Health Care Informatics Option (AAS)	90-93	140
Criminal Justice (AAS)	94-108	162
◊Dental Assistant (C)	47-53	80
Diesel Specialist (C)	62-68	102
Diesel Technology (AAS)	105-107	161
Early Childhood Education (AAS)	96-100	150
Early Childhood Education (C)	51-57	86
◊^Early Childhood Education - Intermediate (CPC)	32	48
Electronics Technician (C)	51-57	86
Electronics Technology (AAS)	103-108	161
◊Emergency Medical Services (C)	47-55	83
^◊Emergency Medical Services: EMT (CPC)	24-29	44
^Exercise Specialist (C)	31-32	48

Academic Program	Required Credits	Maximum Credit Limit
Family Support Services (AAS)	93-102	153
Family Support Services (C)	53-55	83
^Family Support Services (CPC)	30-31	47
Fire Officer (C)	51	77
Fire and Life Safety (C)	46	69
Fire Science (AAS)	93-99	149
Fire Science: Firefighter (CPC)	36	54
Graphic Design (AAS)	90-97	146
Graphic Design (C)	47	71
#Graphic Design: Web Design Option (AAS)	93-95	143
#Graphic Design: Website Design (C)	49	74
Health Care Informatics Assistant (C)	46-47	71
High Technology Studies (C)	50-52	78
High Technology Studies: Plant Systems Technician (CPC)	43	65
◊Human Services (AAS)	100-108	162
Industrial Welding Technology (AAS)	93-97	146
Industrial Welding Technology (C)	42	63
^Industrial Welding Technology: Welder's Helper (CPC)	25-28	42
#Juvenile Corrections (C)	54	81
#Landscape Technician (C)	40	60
Manufacturing/Engineering Technology (AAS)	101-108	162
^Manufacturing/Engineering Technology - CNC Operator (CPC)	28-29	44
Manufacturing/Engineering Technology - CNC Technician (C)	51-53	80
◊Massage Therapy (C)	50-60	90
◊Massage Therapy: Entry-level Therapist (CPC)	44	60
Mechatronics (AAS)	91-108	162
Mechatronics (C)	47	71
◊^Medical Administrative Assistant (C)	24-29	44
◊Medical Assistant (C)	41-44	66
◊Medical Coding Specialist (C)	36-43	65
Microcontroller Systems Technician (C)	50-58	87
◊Nursing (AAS)	100-104	156
◊Paramedicine (AAS)	103-108	162
◊^Pharmacy Technician (C)	32-33	50
◊Practical Nursing (C)	48-56	84
Renewable Energy Technician (C)	51-55	83
#^Retail Management - Less than one-year (C)	31	47
◊Sterile Processing Technician (C)	37-42	63
#Web Development (AAS)	94-98	147
#Website Development (C)	44	66

NOTES

1. Maximum Credit Limit represents 150% of program length (how long you may qualify for financial aid unless a Credit Extension Appeal is approved).
2. If your major is not listed or listed with Required Credits and Maximum Credit Limit blank, it is not aid-eligible at the time of publication.
3. In the case of more than one major, the highest Maximum Credit Limit is granted to complete both.
4. ◊ Limited-Entry Program: Students are admitted into the program by the department's admission process. Prior to admittance, financial aid is limited to loan-only for no more than a 365-day period. Enrollment must consist of outstanding pre-requisites and be at least half-time.
5. ^ Funding may be limited due to mandatory proration for a less-than-one-year program.
6. • Bachelor's degree required. Credit Extension Appeal required.
7. #Suspended for new students (2016-17 + teach-out through 2018-19).

AA=Associate of Arts
(AAS)=Associate of Applied Science
AS=Associate of Science
(C)=Certificate
(CPC)=Career Pathways Certificate