

## 2020-2021 SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

### SATISFACTORY ACADEMIC PROGRESS (SAP)

The purpose of SAP standards is to ensure students are progressing toward completing their program in a timely manner. A student's SAP status affects their ability to enroll in classes and/or receive financial aid. All students will be evaluated for their SAP status at the conclusion of each term. SAP is measured by three federal standards:

- **Minimum Cumulative GPA (cGPA)** – All students must maintain a 2.0 cumulative GPA.
- **Minimum Cumulative Credit Completion Pace (cPace)** – All students must successfully complete (grades of A, B, C, or P) at least two-thirds, or 66.67%, of their total attempted RCC credits. (Note: If your Pace is low and you have officially transferred in credits from another college, you may request a recalculation to include these credits.) For example, if you enroll in 12 credit hours, you must complete 8 credits to meet the Minimum Pace requirement ( $8 \div 12 = 66.67\%$ ).

	Total Credit Hours Completed	<i>divided by</i>	Total Credit Hours Attempted	<i>equals</i>	Pace
Enter your hours:		÷		=	
<i>Example:</i>	10	÷	12	=	83.33%

- **Maximum Time Frame** – Students may receive financial aid for a limited time, or up to 150% of their program length e.g. An associate degree with a program length of 90 credit hours must be completed within 135 attempted credit hours ( $90 \times 150\% = 135$ ).

	Credits Required for my major	<i>multiplied by</i>	Max Time Frame	<i>equals</i>	Max Credits eligible for financial aid
Enter your hours:		x	150%	=	
<i>Example:</i>	90	x	150%	=	135

### ACADEMIC ALERT I STATUS

Students who fail to meet the cGPA and/or cPace standard will be placed on Academic Alert I status and still qualify for enrollment and financial aid. These students will receive an Academic Alert I notification reminding them of the SAP policy requirements along with a list of academic resources. At the end of their next term enrolled, students who meet the minimum cGPA and cPace standards advance to Good Standing, and students who are unsuccessful at meeting the minimum standards move to Academic Alert II/Financial Aid Suspension status.

### ACADEMIC ALERT II/FINANCIAL AID SUSPENSION STATUS

Students who are on Academic Alert I status who do not successfully move toward Good Academic Standing status are immediately placed on Academic Alert II/Financial Aid Suspension status. The student will receive a Registration Hold, preventing enrollment in future terms, until they complete a task from the SAP Intervention Task List. Students on Academic Alert II/Financial Aid Suspension status will not be eligible for financial aid unless they successfully appeal for financial aid reinstatement.

## **ACADEMIC ALERT II/MAX TIME FRAME FINANCIAL AID SUSPENSION**

Students who cannot complete their program in the maximum 150% allotted credit time frame or have already earned at least an Associate's degree will be placed on an Academic Alert II/Max Time Frame Financial Aid Suspension status. Students may continue taking classes, but are not eligible for financial aid in this status unless they successfully appeal for financial aid reinstatement.

Students who also do not meet the minimum cGPA and/or cPace standard will receive a Registration Hold, preventing enrollment in future terms, until they complete an intervention task from the SAP Intervention Task List.

## **REESTABLISHING FINANCIAL AID ELIGIBILITY**

Students placed on Academic Alert II/Financial Aid Suspension status may reestablish financial aid eligibility with an approved Financial Aid Appeal. The appeal must describe the extenuating circumstances that led to losing their financial aid eligibility, including any supporting documentation, and explain what they will do differently to ensure success in future terms.

## **ACADEMIC SUSPENSION STATUS**

Students who are on Academic Alert II/Financial Aid Suspension status who do not successfully move toward Good Standing status are immediately placed on Academic Suspension status, which suspends enrollment at RCC. The student will receive a Registration Hold, and must sit out a term before being eligible to submit an Academic Return Appeal to be reinstated for a future term.

## **SECOND OR MORE ACADEMIC SUSPENSION**

Students academically suspended more than once will receive a Registration Hold, and must sit out for credit classes for one full academic year beginning the term after the second academic suspension. A student may appeal in the corresponding term in the next academic year. A student must appeal for reinstatement in-person or via a web conference to the Academic Reinstatement Committee.

## **REESTABLISHING ELIGIBILITY FOR ENROLLMENT**

After sitting out one or more terms, students placed on Academic Suspension status may reestablish enrollment eligibility by submitting an [Academic Return Appeal](#). The appeal must describe the situation that led to losing their enrollment eligibility, including any supporting documentation, and explain what they will do differently to ensure success in future terms.

## **ACADEMIC REINSTATEMENT DECISIONS**

The Academic Reinstatement Committee will review appeals and notify the student of the decision. If approved, the student is placed on a Probation status. If denied, the student will remain on Academic Suspension status and will not be eligible to re-enroll and/or receive financial aid for at least one term. After taking a term off, the student has the right to re-appeal, and must describe what they are doing differently to be successful. A student may appeal the decision of the Academic Reinstatement Committee in writing to the Vice President of Student Services within 7 working days of the date of notification of the decision of the Academic Reinstatement Committee. Students may appeal based on new information that was not provided to the Reinstatement Committee.

The following information is used to determine a student's SAP status:

- Successful grades include A, B, C, and P
- Unsuccessful grades include D, F, I, NP, W, and Y

Please note the following information when determining your eligibility for enrollment and financial aid:

- **Retaking a Course** – While on aid, a course may be retaken ONCE for aid purposes (for example, if you earned a grade lower than a "C"). Retaken courses are counted as part of your credit completion pace and the maximum credit hour limit.
- **Incomplete Grades** – Incomplete grades are counted as attempted credits when calculating cPace. Once an incomplete grade is updated to a standard grade, the student's SAP status is evaluated and adjust accordingly.

**PROBATION STATUS**

Students who successfully submit an Academic Return Appeal and are approved for reinstatement will be placed on a Probation status (not financial aid eligible), they will have an academic plan designed to bring the student back into good academic standing. Under the academic plan students will be limited in the number of classes they may take. Students who are placed on probation must show overall improvement at the end of each term. If a student meets these requirements they will remain on probation status until they have at least a 66.67% cumulative credit completion rate and a 2.0 cumulative GPA.

Students who do not fulfill the requirements of their academic plan will be academically suspended again, see Second or More Academic Suspension section.

**PROBATION (AID ELIGIBLE) STATUS**

Students academically suspended who have appealed for financial aid reinstatement and are approved will be placed on a Probation (Aid Eligible), and may have an academic plan designed to bring the student back into Good Academic Standing. Under the academic plan, students will be limited in the number of classes they may take. Students who are placed on Probation (Aid Eligible) must show overall improvement at the end of each term. If a student meets these requirements they will be moved to a Probation status (not financial aid eligible) until they have at least a 66.67% cumulative credit completion rate and a 2.0 cGPA. Students may re-appeal for continued financial aid eligibility.

Students who do not fulfill the requirements of their academic plan will be academically suspended again, see Second or More Academic Suspension section.

# What's Your SAP Status?

