

ADMINISTRATIVE POLICY

FINANCIAL AID – SATISFACTORY ACADEMIC PROGRESS

This policy pertains to employees and students.

Federal Regulations ([34 CFR § 668.34](#)) require that schools maintain Satisfactory Academic Progress (SAP) policies for determining whether students are progressing successfully through an academic program and may receive Federal Student Aid (Title IV). This policy applies to all students applying for and/or receiving Federal Student Aid at Fox Valley Technical College (FVTC). Students must meet the standards outlined below to maintain Federal Student Aid eligibility. All periods of enrollment are assessed, regardless of whether aid was received.

SAP Standards

SAP requirements include three main components:

- **Qualitative Measure (GPA):**
 - Cumulative GPA of 2.0 is required.
 - Automatic "Failed" SAP status if all grades are failing (F, LF, FD) in any term, with immediate loss of aid eligibility, regardless of meeting cumulative GPA requirement.
- **Quantitative Pace Measure (Completion Rate):**
 - Students must successfully complete 67% of cumulative attempted coursework.
 - A "Warning" status is assigned if the rate falls below 67%; failure to improve results in aid suspension.
- **Maximum Time Frame (150% Rule):**
 - Aid eligibility is limited to 150% of the primary program's required credits (e.g., 90 credits for a 60-credit program).

SAP Statuses

- Passed: Student meets all SAP standards; eligible for aid.
- Warning: Given for the first instance of not meeting SAP standards. Aid eligibility is retained, but improvement to meeting SAP standards is required for the next academic period.
- Failed: Assigned after not meeting standards post-warning or failing all courses; ineligible for aid.
- Probation: Granted after a successful appeal; eligible for aid if conditions in the Academic Plan are met.
- Undetermined: Used for first-time enrollees or cases with missing grades; aid eligibility may remain until evaluation.

Appeal Process

- Students may appeal a "Failed" status due to extenuating circumstances. The appeal must be submitted with documentation. Appeal submission does not guarantee approval.
- Upon approval, students enter Probation with specific Academic Plan requirements for GPA and completion rate improvements.
- Denied appeals mean students must find alternate funding sources and will continue to be ineligible for aid until SAP standards are met.

Adopted: 01/01/1984
Reviewed: 01/17/2022, 11/26/24
Revised: 01/28/2016