St. Louis Community College has established qualitative and quantitative measures for evaluating the efforts of financial aid recipients to achieve an educational goal, degree or certificate. An assessment of these efforts will occur each term. Terms include fall semester, spring semester and summer. To remain in good standing and continue to qualify for financial aid, students must adhere to the following guidelines.

1. Student must maintain a minimum 2.0 cumulative grade point average (CGPA).

2. Students must maintain a cumulative completion rate of 66.6%, or two-thirds, of all credit hours attempted. (Attempted credit hours include transfer hours and grades of F, W, I and PR.)

3. Students cannot exceed the maximum time frame of 96 credit hours attempted. Students pursuing an associate degree that requires 64 or more credit hours for completion may attempt up to a maximum of 96 credit hours. Students pursuing a certificate of proficiency that requires 24 or more credit hours for completion may attempt up to a maximum of 48 credit hours. (Attempted credit hours include transfer hours and grades of F, W, I and PR.)

Students who fail to meet the minimum grade point average requirement or the minimum completion rate requirement will be placed on “financial aid warning” for the next semester of enrollment. Limited financial aid eligibility may be continued during the warning semester. Students on “financial aid warning” have one semester to comply with the standards of academic progress. Failure to do so will result in ineligibility for financial aid.

Students who exceed the maximum time frame of 96 credit hours are ineligible to receive financial aid.

Students on financial aid may repeat a course one time in which a letter grade was not attained. Generally, students cannot receive funding for a course the second time if they passed the course the first time with a “D” or better grade. Students on financial aid must enroll for courses which will fulfill his/her educational goals. These courses should follow published degree/certificate requirements, either as general education requirements, electives or prerequisite developmental studies.

**Students Who Fail to Meet the Standards of Academic Progress May:**

1. Continue to enroll at their own expense until the standards of academic progress have been satisfied

2. Withdraw from classes before the first day of the start of the semester

3. Appeal the termination of financial aid to the campus Financial Aid office, documenting all extenuating circumstances.

Students appealing the termination of financial aid must submit their appeal along with their supporting documentation directly to the Financial Aid office. Students are also required to submit an online request for a Financial Aid Course Audit Verification. The committee will assess all appeals on the basis of documentation provided as well as the student’s academic history. Students will be notified in writing of the committee’s decision. All appeal decisions are final.

**Please Note!!**

All students who are federal financial aid recipients must attend all classes for which they are enrolled. If you do not attend one or more of your classes during the semester in which you are enrolled, you may be reported for nonattendance and will generally have to repay money to the federal government and/or the college. If you reduce the number of credit hours for which you are enrolled after the first day of the semester, you risk being overfunded. If a class is canceled and not replaced with a class of equal credit hours, you may be required to repay some or all of the financial aid you received. Students are responsible for repayment of overfunds. If for any reason you wish to withdraw from a class or must stop attending a class, we highly recommend you consult with the Financial Aid office before doing so.

**I HAVE READ AND UNDERSTAND THE INFORMATION ABOVE**

Student Signature ___________________________ Date _____________

**— OFFICE USE ONLY —**

Date Rec’d. ______________  By __________

Distribution: White – Financial Aid; Yellow – Student 100700  3/13