

ID # **A**

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Name _____
(Last Name) (First Name) (MI)

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. Students must maintain a minimum 2.0 cumulative grade point average (CGPA).
2. Students must maintain a cumulative completion rate of 66.67%, 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 150% of the credit hours attempted required for their program of study. *Examples:* 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 credit hours for completion may attempt up to a maximum of 36 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” must comply with the standards of academic progress by the end of that term. Failure to do so will result in ineligibility for financial aid.

Students who exceed the maximum time frame of 150% of their program credit hours are ineligible to receive financial aid.

Students may attempt a course until they receive a passing grade. Once a course has been passed, students may repeat a course one time to obtain a higher letter grade. Remember, all repeat courses will count as hours attempted. Students may not repeat courses strictly to gain full-time enrollment status or to obtain loan eligibility. 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 OR
2. Withdraw from classes before the first day of the start of the semester OR
3. Appeal the termination of financial aid to the campus Financial Aid office, documenting all extenuating circumstances.

Students appealing the termination of their financial aid must submit their appeal, supporting documentation, a financial aid academic agreement form, along with their My Academic Plan (MAP) or a Probationary Contract (depending on reason aid was terminated) directly to the Financial Aid office. It is also strongly recommended that students submit an online request for a Financial Aid Course Audit Verification.

Students who have appeals approved are placed on **financial aid probation** and given a specific Financial Aid Academic Plan that they must follow in order to maintain their eligibility for financial aid, until they are back in good academic standing for financial aid purposes. The Academic Plan is intended to help students regain financial aid eligibility while keeping them on a direct path to graduation. This is also used as documentation for the Department of Education to demonstrate that the student can regain eligibility or graduate in a short period of time. Students on **financial aid probation** cannot change their major until they are back in good standing. Students who choose to change their major will have their aid terminated as a violation of their Financial Aid Academic Plan.

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A student whose appeal is denied is not eligible to submit another request until they can demonstrate at least one semester of academic progress. Academic progress means attending at least one semester at your own expense, and passing a minimum of six credit hours with a semester completion rate of 66.67% and a minimum 2.0 semester.

Students who are over the maximum time frame of 150% of their program hours and those who have changed their major while on a Financial Aid Academic Plan are not eligible to resubmit an appeal.

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!!!

It is the responsibility of students who have appeals denied or decide not to attend the semester to cancel their classes appropriately. Financial Aid cannot cancel classes for students.

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, your aid will be adjusted accordingly. This could result in loss of aid funds that have specific hour requirements (example: Direct Loans require you to be in six credit hours).

If you reduce the number of credit hours for which you are enrolled any time before the fourth week of class before funds are received and released, your aid will be adjusted accordingly and you risk being over-funded. 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 —



TRACKING REQUIREMENT (SAP-RP)

Date Rec'd. _____ By _____