

# Satisfactory Academic Progress Policy

## Policy

In accordance with federal regulations and in order to maintain satisfactory progress toward a degree, undergraduate students must meet the minimum academic progress requirements outlined in the chart below.

Minimum Academic Progress			
	First Year	Second Year	Third Year and Beyond
<b>First Semester</b>			
completion rate	50%	68.75%	68.75%
cumulative GPA	1.7	1.9	2.0
<b>Second Semester</b>			
completion rate	62.5%	68.75%	68.75%
cumulative GPA	1.8	2.0	2.0

Obtain a first bachelor's degree within 189 **attempted** credits.

## Programs Covered by this Policy

All federal, state and institutional grant, loan and work study programs are covered by this policy. Institutional scholarships and awards are covered by this policy and are subject to the criteria defined for the specific scholarship/award.

## Eligibility

Students must have a high school diploma or GED in order to receive financial aid. Students enrolled in non-degree or early-admission programs are not eligible to receive financial aid.

## Monitoring Progress

A student's progress will be monitored at the end of fall and spring semesters. The maximum time frame assessment (obtain a first bachelor's degree within 189 attempted credits) will be based on the student's entire academic record, including all transfer credit hours accepted. The cumulative grade point average (GPA) and the completion rate components will be assessed only on Concordia College courses, not transfer courses. Admission to Concordia College or academic standing as defined by the Registrar's Office does not necessarily constitute maintaining satisfactory academic progress for purposes of financial aid.

## Maximum Time Frame

Undergraduate students are eligible to receive financial aid for a maximum of 189 attempted credits. Attempted credits include all "F," "DR," "U" and "NG" grades and all "W's" and "I's." Courses that are repeated are counted each time they are attempted. All transfer credits accepted by the institution are counted as attempted. Audit credits are not counted.

## Completion Rate

Students must satisfactorily complete 50 percent of all credits attempted the first semester; 62.5 percent of all credits attempted after the second semester; and 68.75 percent of all credits attempted thereafter. Satisfactory grades are "A," "B," "C," "D" and "S," including pluses and minuses. Unsatisfactory grades are "F," "DR," "U," "NG," "I" and "W." Failure to maintain the appropriate percent completion rate will result in a warning for the next semester. Failure to bring the overall completion rate up to the correct percent during the "warning semester" will result in the student being ineligible to receive financial aid until the overall completion rate is at the correct level.

## Minimum Cumulative Grade Point Average

Federal regulations require a cumulative GPA of 2.0 or higher after the end of the second academic year. Undergraduate students who have attempted four semesters and do not have the minimum required GPA are ineligible to receive financial aid until their cumulative GPA is above 2.0. Cumulative GPA is calculated on all credits attempted at Concordia College.

## Unsatisfactory Status

A student whose status is determined to be unsatisfactory is not eligible to receive financial aid until he or she meets one of the following conditions:

- Continues to attend Concordia College at his or her own expense and returns to full compliance with all parts of the satisfactory academic progress policy
- Demonstrates special circumstances to justify appeal consideration

## Right to Appeal

Students who have had their financial aid suspended due to unsatisfactory academic progress may appeal to the Financial Aid Office. The appeal must be in writing, must be submitted within 30 days of notification of unsatisfactory status, and must be accompanied by all relevant documentation. Students may appeal due to a special circumstance such as illness or injury of the student, death of a relative of the student, or other circumstances that result in undue hardship to the student as documented by a third-party professional such as a healthcare provider, counselor, cleric, lawyer, etc.