

Satisfactory Academic Progress Standards

You must meet these requirements to remain eligible for financial aid

GPA: Cumulative 2.0 or higher of all classes.

Pace: Must complete 67% of all classes attempted. Calculated by dividing total credits completed by total credits attempted. Example: Term 1 – start with 12 credits, withdraw from 3 credits, complete 9 credits; pace is 75% (9 / 12). Term 2 – start with 12 credits, withdraw from 6 credits, complete 6 credits, pace is 63% (15 / 24).

Details

Financial Aid Warning: After the first term of not meeting the above standards, students will be placed on Financial Aid Warning. Students on warning are still eligible for financial aid. Students on warning are strongly encouraged to utilize the various services provided by Northwood Tech to help students be successful.

Financial Aid Suspension: Students who do not meet the above standards following the warning term, will not be eligible to receive financial aid. Students may appeal the suspension.

Notification: At the end of the term or at the time a financial application is reviewed, students placed on either warning or suspension will be mailed a letter. Suspended students will receive information about how to appeal and if enrolled in the upcoming term, will need to make other arrangements to pay for their tuition.

Attempted Credits: Include graded classes, classes dropped on or after the first day, withdrawals (W), incompletes (I), failed (F), repeats (R), satisfactory (S), unsatisfactory (U), transfer credits, and classes taken through a consortium agreement. Audited course (G) do not count.

Repeated Classes: Students may receive aid for a previously passed course once, and for failed courses until passed.

Maximum Timeframe: Students must successfully complete their program before attempting more than 150% of the credits required for graduation. Example: A program that requires 68 credits for graduation - $68 \text{ credits} \times 150\% = 102$. Students are not eligible for aid at the point when they cannot complete their program within 102 credits. Students who have exceeded the maximum time frame will be placed on Financial Aid Suspension and may appeal the suspension. Credits from a completed program do not count.

Adding and Dropping Classes: Due to the cumulative nature of these requirements it is very important that students take the adding and dropping of classes under careful consideration.

Academic Progress: Federal regulations require that schools monitor the academic progress of students. This policy applies to all students accepted into an undergraduate program pursuing an associate degree, technical diploma, or certificate. It includes all periods of enrollment, even if the student did not receive financial aid. Students can receive aid only for classes that are required of their program.

Appeal Process

Students who are placed on warning or suspension will be notified via letter at the end of the term or when a financial aid application is reviewed.

Warning: Although students on warning are allowed to receive financial aid, it should be taken as a strong notice that future aid could be at risk. Students on warning will be required to complete a Student Self-Assessment and meet with a campus counselor. This will be helpful in identifying areas of concern, finding resources, and planning for a successful next term.

Suspension: Students on suspension are not allowed to receive financial aid. Students, who believe their circumstances merit reconsideration, may appeal their suspension by submitting a Petition for Reinstatement. This form can be found in the financial aid forms tab on the MyNorthwoodTech portal or by contacting the financial aid advisor at your campus. The appeal requires students to explain why they failed to meet the standards and what has changed that will allow them to meet the standards during the next term.

Appeal: An appeal cannot be based on need for aid or lack of knowledge of the warning status. Reasons a student may appeal include death of a relative, injury or illness, or other circumstances that result in an undue hardship to the student. Documentation may be required. Students whose appeal is approved will be placed on financial aid probation and will be eligible to receive aid for one term. While on probation, the student will be required to complete a Student Self-Assessment and meet with a counselor. Northwood Technical College may require the student to fulfill specific terms and conditions such as taking a reduced course load or enrolling in specific courses. At the end of the probationary term, students will need to be meeting Satisfactory Academic Progress Standards or they will lose eligibility for aid. Only one appeal per student is permitted, unless extenuating circumstances occur.

Students whose appeals are approved, but will not be able to meet the Satisfactory Academic Progress Standards by the end of the probationary term, will be required to meet with a counselor to determine an academic plan. This plan must ensure that the student will be able to meet the standards by a specific point in the future.

If an appeal is denied or if a student chooses not to appeal, eligibility for aid can be regained by either paying for classes at their own expense until SAP standards are met or self-paying for one term of at least six credits and, before the start of the term, meet with a counselor to determine an academic plan that includes the conditions under which eligibility would be restored for future terms.

Students who appeal will be notified of the decision via e-mail. If a student has a grade change or feels that the SAP determination is incorrect, it is the student's responsibility to contact the financial aid office.