

Satisfactory Academic Policy

Individual college programs may enforce stricter policies than those outlined below. Students are advised to consult with their program director and program handbook on programmatic policies.

All students are expected to maintain Satisfactory Academic Progress (SAP). In addition, SAP must be maintained in order to remain eligible to continue receiving federal financial assistance. SAP is measured using maximum time frame, successful course completion rate (quantitative measure), and Cumulative Grade Point Average (CGPA) standards (qualitative measure). These standards are outlined below and are considered minimum requirements.

Maximum Time Frame

Students must successfully complete the educational objectives of the program, including the clinical or externship (if applicable), within a maximum time frame not to exceed 150% of the normal program length. Maximum time frame will be measured by limiting students to attempt 1.5 times, or 150% of the number of credits in their program of study (*see table below for a listing of programs together with the 150% calculation*). If a SAP review shows that a student cannot complete the program within 150% of the normal program credits, all Title IV aid must stop, even if the student has not yet attempted the maximum 150% of the total program credits.

Program Name	Total Program Semester Credits	150% of Program Credits
Medical Assistant	43	64
Nursing Associate of Science Degree Program	69	103
Nursing RN - BSN Degree Completion Program	48	72
Occupational Therapy Assistant	66	99

Successful Course Completion Rate

A student must complete at least 67% of the credits attempted to be considered to be making Satisfactory Academic Progress. A course is successfully completed if a score of 74% (76% for Associate of Science (AS) Nursing, Occupational Therapy Assistant (OTA), and RN to BSN programs) or above has been earned.

The successful course completion rate is calculated as the cumulative number of credit hours of courses successfully completed divided by the cumulative number of credit hours attempted for all courses. If a student has transfer credits earned at other institutions, those credits are counted in the calculation as both credits attempted and

as credits completed. A student must earn a minimum of 67% of the credits attempted each payment period in order to complete the program within the maximum time frame and to avoid being placed on Financial Aid Warning.

A payment period covers fifteen weeks of instruction regardless of whether the program is scheduled as one fifteen-week semester, or as two, seven and one half-week terms within each semester. Courses with a grade of Incomplete, Withdraw, Withdraw Fail, and courses withdrawn from before completion are counted as credits attempted but not completed for purposes of calculation of the successful course completion rate. Both failed courses and repeated courses are counted in the calculation as credits attempted but not completed. Ameritech College of Healthcare has no provisions for remedial course work, non-credit courses, or pass/fail grades and these activities have no effect on SAP.

Cumulative Grade Point Average Requirements

Students must meet specific Cumulative Grade Point Average (CGPA) requirements at specific points during their enrollment in order to be considered to be making Satisfactory Academic Progress. These requirements are detailed in the table below. Students are required to achieve a cumulative grade point average of at least 2.0 (74%, a minimum of 76% is required to achieve a passing status in the AS Nursing and OTA, and RN to BSN programs) to graduate from a program. In order to avoid being placed on Financial Aid Warning, a student must achieve a cumulative grade point average of at least 2.0 as measured at the end of each payment period. At the time a student begins a program of study, the Satisfactory Academic Progress policy goes into effect.

Satisfactory Academic Progress Standards

The successful course completion rate requirements are detailed in the Satisfactory Academic Progress Standards table below.

Minimum CGPA requirement	Minimum course completion rate	Financial Aid Warning if CGPA and/or course completion rate is below minimum	Suspension if CGPA and/or course completion rate is below minimum
2.0	67%	End of any payment period	End of one Financial Aid Warning payment period

Satisfactory Academic Progress Warning, Suspension, and Withdrawal and its Impact on Financial Aid

At the end of each payment period after grades have been posted, each student's CGPA and rate of progress is reviewed to determine if the student is meeting (SAP) as defined above. Students will be placed on Financial Aid Warning when the CGPA and/or the rate of progress falls below the values specified in the table above. During the period of Financial Aid Warning, students are considered to be making satisfactory progress for both academic and financial aid eligibility.

Students will remain on Financial Aid Warning for one payment period and should work with their Instructors / Student Services Advisor through the Financial Aid warning period. The Student Services Advisor will work with the student's Program Director if tutoring is needed. If at the end of the Financial Aid Warning payment period the CGPA and/or rate of progress are still below the minimum 2.0 and 67% respectively, the student will be placed on Financial Aid Suspension and withdrawn from the College and will be required to complete an exit interview with the Financial Aid Office.

At the end of any payment period if a student is not meeting SAP and it is mathematically impossible for the student to meet the minimum SAP standards by the end of the next payment period, or if it is highly improbable for the student to meet those SAP standards, the student will not be placed on Financial Aid Warning, but will be suspended and withdrawn from college and will be required to complete an exit interview with the Financial Aid Office.