

SATISFACTORY ACADEMIC PROGRESS POLICY

All students are expected to maintain Satisfactory Academic Progress (SAP). In addition, SAP must be maintained to remain eligible to continue receiving federal financial assistance. The SAP policy is for all students whether they are receiving Federal Aid or not. 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, fieldwork or externship experience (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
Associate of Science in Nursing Degree	69	103
Bachelor of Science in Nursing Degree	120	180
Bachelor of Science in Nursing Degree – RN to BSN	51	76
Bachelor of Science in Nursing Degree-Accelerated BSN	60	90
Master of Science in Nursing Degree	95	142
Master of Science in Nursing Degree – BSN to MSN	35	53
Associate of Science - Occupational Therapy Assistant	66	99

SUCCESSFUL COURSE COMPLETION RATE

A student must complete at least 66.7% of the credits attempted to be making Satisfactory Academic Progress. 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 66.7% of the credits attempted each payment period 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 three five-

week blocks within each semester. Courses with a grade of Incomplete, Withdraw, Withdraw Fail, and course withdrawn prior to completion are counted as credits attempted but not credits completed. 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. The successful course completion rate requirements are detailed in the Satisfactory Academic Progress Standards table below.

CUMULATIVE GRADE POINT AVERAGE REQUIREMENTS

Students must meet specific Cumulative Grade Point Average (CGPA) requirements at specific points during their enrollment 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 to graduate from a program. 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

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	66.7%	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/Academic Advisor through the Financial Aid Warning period. The Academic 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 at or above the 2.0 and 66.7% respectively the student will be removed from Financial Aid Warning and returned to active status. 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 66.7% respectively, the

student will be placed on 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.

Students placed on Suspension are withdrawn from school (*please consult the Withdrawal Policy as defined in this Catalog*). Students may appeal their suspension. *Please consult the Appeals Procedure as defined in this Catalog.*

RE-ENTRY FOLLOWING SATISFACTORY ACADEMIC PROGRESS SUSPENSION AND WITHDRAWAL

Students who have been dismissed and withdrawn for failure to meet Satisfactory Academic Progress (SAP) requirements are ineligible for Title IV aid; however, they may apply for re-entry without financial aid following the payment period in which they were suspended. Students who are allowed to re-enter at this point, must pay for educational expenses by other means, and are still subject to the SAP policy. Students may reestablish Title IV eligibility once again by bringing the CGPA and/or rate of progress to the minimum levels of 2.0 and 66.7% respectively.

A student who fails or drops a course is not guaranteed enrollment in the subsequent semester. Re-entry is subject to space availability, the approval of the reapplication process, and/or the appeals committee. Please consult Financial Aid Guidelines for Re-entry Following a Withdrawal in this catalog.

1. SAP is reviewed after every semester.
2. Students not meeting SAP requirements are placed on FAW for one semester.
3. If SAP requirements are met after one semester on FAW the student is returned to Active.
4. Students not meeting SAP requirements after one term of being on FAW are placed on suspension.
5. Student can appeal suspension. If the appeal is granted the student returns on a Financial Aid Probation (FAP) status.
6. A student may be placed on probation for 1 semester/payment period per appeal.
7. If at any time the student does not meet the requirements of the academic plan they should be dismissed from the program and withdrawn from the

College. The reason would be academic dismissal for not meeting SAP requirements. At this point the student is ineligible for financial aid.

8. A student could apply for re-entry after being dismissed but could not receive funding. They would also have to be able to meet SAP requirements before the end of their program.