

Standards of Academic Progress

Office of Student Financial Services



Warner Pacific University is mandated by the U.S. Department of Education per federal regulations to qualitatively (grade-based) and quantitatively (time-related) monitor the academic progress of financial aid recipients. The standard is cumulative and includes all periods of enrollment, even those in which the student did not receive financial assistance.

The Standards of Academic Progress (SAP) calculation is performed for all matriculating students attempting credits within the term. This includes students that withdraw at any time during the term. The SAP status assigned is taken into consideration should a student re-enroll. Students earning a 0.00 GPA and/or no credits completed are assigned a financial aid suspension status.

Standards-Undergraduate Students: Undergraduate students must maintain at least a 2.00 cumulative and term grade point average (GPA) and earn the minimum number of credits for the enrollment status:

- Full time—at least 12 credits
- $\frac{3}{4}$ time – at least nine credits
- $\frac{1}{2}$ time—at least six credits
- Less than half time- one to five credits

Standards-Graduate Students: Graduate students must maintain at least a 3.00 cumulative and term grade point average, and earn the minimum number of credits for the enrollment status:

- Full time—at least six credits
- $\frac{1}{2}$ time—at least three credits
- Less than $\frac{1}{2}$ time—one to two credits

In the event a student's performance is found to be unsatisfactory, the college notifies the student of the current status at the end of each term and the impact of unsatisfactory progress on financial aid eligibility. Financial aid includes federal, state, and institutional assistance.

Please note: The SAP policy governs financial assistance and does not have bearing on academic standing.

Qualitative Standard-Calculation

The GPA is computed by multiplying the credit hours by the quality points for each grade received. The quality points for all courses recorded are totaled and the number is divided by the total number of credits graded. All courses are included in the computation except those in which a grade of "W" (Withdrawal), "P" (Pass), "NP" (No Pass) and "AU" (Audit) are received. For courses retaken by the student, all grades remain on the transcript, but only the highest grade is counted in the GPA. Financial aid may apply to successfully completed courses retaken to improve the grade one time.

Quantitative Standard-Determination

Full-time undergraduate students must complete at least 12 credits per term while attending Warner Pacific. The quantitative measure for less than full-time attendance is calculated as a percentage of the full-time standard. Periodic evaluations will monitor the student's pace of progression. No credit designations such as "W" (withdrawal), course grades of "I" (Incomplete), or "IP" (In Progress) are considered unsatisfactory completion of a course. An incomplete (I) or in progress (IP) may become acceptable only if the course requirements are completed within the time prescribed by Warner Pacific.

Maximum Time Frame

Full-time matriculating undergraduate students are eligible to receive financial aid for a maximum of 150 percent of the time required to complete a degree. In general, a baccalaureate degree program is 124 credits. The maximum number of credits for which a student may be eligible to receive federal financial

aid is 186 (124 x 150%). All course work included in credits toward completion are considered in the calculation for time frame eligibility. Transfer credits accepted by Warner Pacific toward the program are included in the calculation of attempted and completed credits in determining the total 150% timeframe. Once it becomes apparent that the student cannot complete their program within the 150% credit limit, financial aid is suspended. A student may submit an appeal for financial aid reinstatement.

Unsatisfactory Academic Progress

Satisfactory academic progress, as indicated by term and cumulative GPA and credits earned, is monitored by the Office of Student Financial Services. Students failing to meet satisfactory academic progress standards are placed on *Financial Aid Warning* (warning) and issued a letter alerting them of the need to correct the deficiency. The warning status allows the student to maintain financial aid for one additional term. At the end of the additional term, if the student achieves SAP standards, the status is lifted. If the student does not achieve SAP standards at the end of the warning period, the student is placed on *Financial Aid Suspension* and is denied further financial aid from Warner Pacific until the SAP standard is met.

Appeals

A student with suspended aid may appeal for reconsideration of financial aid eligibility by providing a letter in writing, electronically or hard copy, to the Director of Student Financial Services. The appeal must include the reason the student failed to meet SAP requirements and propose changes the student will make to meet SAP during the next evaluation period. Examples of circumstances for an appeal include death of a relative, injury or illness of the student, or other special circumstance. Appeals are adjudicated by the Financial Aid Advisory Committee (FAAC) and decisions are final. If the FAAC approves an appeal, the student is placed on Financial Aid Probation for one term and is eligible to receive financial aid. If the student achieves SAP at the end of the probation period, the student's financial aid SAP status is placed in a warning status. A student may appeal again if aid is suspended after the next payment period.

Re-establishing Financial Aid Satisfactory Progress and Financial Aid

A student with suspended aid may re-establish financial aid eligibility if an appeal is approved by the FAAC or by completing credits without the benefit of financial aid from Warner Pacific. For the latter, an undergraduate student must complete 12 credits in a term with a term GPA of 2.0. Graduate students must complete six credits in a term with a GPA of 3.00. Following the completion of the credits, the student may submit a written appeal to the FAAC for reinstatement of financial aid.