

VCSU - SATISFACTORY PROGRESS POLICY



Introduction

Federal regulations require that all institutions participating in Title IV Student Financial Aid Programs establish, publish, and apply standards of satisfactory progress for each student enrolled.

To ensure compliance with these regulations, the following policy governing standards of satisfactory progress for all students attending Valley City State University who apply for financial aid will be in effect. Students who fail to meet these standards of satisfactory progress will be ineligible to receive financial aid until eligibility has been reestablished.

Satisfactory Progress Policy

To be eligible to receive all federal aid, the student must be enrolled or accepted for enrollment and determined to be a “regular student” enrolled in an “eligible program” for the purpose of obtaining a degree. **The student must be in good academic standing and must be making satisfactory progress toward the completion of a degree.**

The following measures have been established as grade point average standards indicating satisfactory progress toward a degree.

Following Semester	Term/Cum GPA Required
First Semester	1.60
Second Semester	1.80
Third Semester	2.00

In order for a student in teacher education to receive financial aid, a cumulative GPA of 2.5 must be maintained.

The standards apply to all regularly enrolled students. The student not making satisfactory progress, as indicated by the standard, will be placed on “**financial warning**” the next semester.

To maintain satisfactory progress a student (i.e. full-time, $\frac{3}{4}$ time, $\frac{1}{2}$ time, and less than $\frac{1}{2}$ time) is required to complete a minimum of 66% of the credit hours attempted each academic term.

In addition, all students are required to complete no less than 25% of attempted credits each semester or face ‘immediate’ Financial Aid Disqualification.

A student who continues to meet the minimum satisfactory progress standards according to this policy is eligible to receive financial aid at Valley City State University up to a **maximum of 180 credit hours attempted for a baccalaureate program.**

All credits transferred to the University and/or credits earned at VCSU will apply towards the maximum number of credits allowed.

Students will be evaluated at the completion of each semester.

Additional Standards Used to Evaluate Satisfactory Progress

1. All students, including transfer students, enrolling at Valley City State University for the first time will be assumed to be making satisfactory progress
2. Cumulative credit hours attempted for each academic year will be a total of the greatest number of hours a student is registered for on any of these given dates: First day of classes, last day to add, last day to drop, last day of classes for each academic semester.
3. Students must be making satisfactory progress according to the requirements of this policy **PRIOR** to receiving financial aid.
4. Credit hours completed with a grade of “D” or better, or “S” attempted on a Satisfactory/Unsatisfactory basis, will be used to calculate hours earned as well as all GPA Calculations.
5. Grades of **Failed (F), Unsatisfactory (U), Incomplete (I), Withdrawn (W), and Not Reported (NR)**, count as **credits attempted but not completed** and will be applied towards the maximum number of credits attempted.

6. Courses that are repeated will count in the calculation of hours attempted and completed hours earned if the student receives a passing grade. **Repeated courses may only be considered for aid if the previous grade was a FAILURE (F). Courses repeated to improve grade status DO NOT QUALIFY FOR AID CONSIDERATION!**
7. Courses taken for audit only or pre-college credits will not be considered for aid.
8. Any student who withdraws from the University because of extenuating circumstances (such as lengthy and serious illness, family emergencies, legal or emotional reasons) and thus fails to make satisfactory progress may appeal to reestablish financial aid eligibility.

Evaluation

The Financial Aid Office will perform a qualitative and quantitative review of academic records. Those students currently receiving financial aid and who fail to meet the GPA standard or the quantitative standard of satisfactory progress will receive notification regarding financial aid warning or financial aid disqualification by email and letter. However, since all students are required to meet these standards of satisfactory progress, the academic transcripts of those students who have previously received financial aid will be reviewed at the time they make application for financial aid and they will be notified regarding their eligibility status at that time.

Warning/Disqualification

A student who is on a financial warning due to GPA must bring his/her cumulative grade point up to the required level during the next semester or he/she may be disqualified. A student who is on financial aid warning due to quantitative hours must bring his/her cumulative quantitative requirement up to 66% during the next semester or he/she will be disqualified from financial aid.

Any student failing to meet the standard of this policy will be ineligible to receive financial aid.

Reestablishing Eligibility

Any student who loses FSA eligibility because he/she is not meeting VCSU's satisfactory academic progress standards will regain eligibility only once the student meets the standards. Implicit in this provision is the fact that the student must be in good standing and making satisfactory progress before financial aid eligibility can be reestablished (i.e. successful completion of 66% of hours attempted and meeting the minimum GPA standards). Students who are determined ineligible to receive financial aid are encouraged to remain in school in order to reestablish their eligibility (but do not qualify for aid until the standards are met).

Students may reestablish eligibility by completing course work and removing an Incomplete from his/her transcript if he/she meets the Satisfactory Progress requirements.

Appeal

A student who has been placed on financial aid disqualification may appeal by submitting an appeal in writing to the Financial Aid Director. Specific guidelines have been established and must be followed for consideration. **Appeals (and all required information) should be submitted as early as possible BUT NO LATER than the first three days of the semester in question.** Appeals may be submitted in writing or by email **BUT** must be delivered to the Financial Aid Office by the deadline. The Financial Aid Committee will review the appeal, and the student will be notified regarding the results. The Financial Aid Committee shall consist of the Director of Financial Aid, the Foundation Director, the Director of Enrollment Services, the Vice President of Student Affairs, the Vice President of Business Affairs, two Faculty Association members and one Student Representative. A further appeal of the decision by the committee may be made in writing to the University Hearings and Appeals Board. Appeals and all required attached information may also be faxed to: (701)845-7410.

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