

2023-2024 SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY FOR FINANCIAL AID

Students are required to maintain Satisfactory Academic Progress (SAP) and remain in academic good standing to continue to be eligible for financial assistance. Students who are applying for financial assistance are expected to be enrolled full time each semester during the academic year. *Students enrolled less than full time must notify the WWC Financial Aid Office.* Students enrolled less than full time will be subject to reductions in financial assistance. Full-time enrollment is defined as enrollment in 12 credit hours or more. **Please note that all institutional aid programs require students to be enrolled full time.**

Federal Regulations require the College's Satisfactory Academic Progress to include the following:

Quantitative Measure: To remain in good academic standing and retain eligibility for financial aid, students must successfully earn at least **67% of all hours attempted**, including Pass/Fail courses, repeated courses, incompletes, and courses dropped after the last day to drop a course without penalty (as published in the academic calendar).

(Example: 36 Attempted hours x 67% = 24 Earned hours)

Qualitative Measure: Students must maintain the following minimum cumulative grade point average (GPA) on all attempted hours:

For hours attempted of:	A minimum GPA must be maintained of:
fewer than 28	1.60
at least 28 but fewer than 60	1.70
at least 60 but fewer than 92	1.80
92 or more	1.96

Maximum Time Frame:

Institutional Aid Programs: Warren Wilson College programs are structured to be completed in four years; therefore, our *non-transfer* students are allowed eight semesters (or until degree requirements are met, whichever is earlier) of eligibility for institutional programs. *Transfer* students have four semesters (or until degree requirements are met, whichever is earlier) of eligibility for institutional aid programs. All aid programs are subject to the financial aid terms and conditions of the award.

Students who enrolled at Warren Wilson prior to the 2022-2023 academic year:

Federal regulations allow up to 150% of the normal time required to complete a degree program. At Warren Wilson College, it takes 128 credit hours to receive a degree; therefore, students are allowed up to 192 attempted hours (to include all transfer hours attempted) to be considered for federal financial aid. The maximum time frame restrictions include all hours attempted regardless of whether financial aid was received or not.

Effective for the 2022-2023 academic year and after: Warren Wilson will require 120 credit hours to receive a degree therefore, the maximum timeframe (150%) for receiving federal financial aid will be 180 attempted hours.

It is imperative for students who receive federal direct student loans to recognize that there is a maximum aggregate amount that students may borrow over their undergraduate career. Students who have received federal loans and who have been enrolled for more than four years/eight semesters (the time normally associated with finishing degree requirements) may be ineligible for further student loans.

Special Grading Notes:

1. Grades of F, W, NC (No Credit), or INC (Incomplete) are not considered satisfactory completion of a course, and therefore are not considered *earned* hours. They will, however, count as attempted hours.
2. An “INC” grade can become acceptable as earned hours only if the course requirements are completed within the timeframe prescribed by the College and the student receives a passing letter grade.
3. For courses taken as P/F (Pass/Fail), if a grade of Pass is received, it will be counted as attempted and earned hours, but it will not impact GPA. A grade of Fail will count as attempted hours and will impact GPA.
4. All transfer credit accepted by Warren Wilson College will be counted as attempted and earned hours but will not be factored into the cumulative GPA calculation.
5. While grades of W, INC, and NC do count in the quantitative measure of progress for the earned versus attempted hour ratio, these grades will not be factored into the qualitative measure for maintaining a minimum acceptable grade point average.

Transfer Students: Transfer students are evaluated based on the number of hours accepted by Warren Wilson College. Once transfer credit has been evaluated by the Registrar’s Office and the student has been classified, that student will then fall under the same quantitative and qualitative requirements discussed previously based on the student’s classification. The maximum time frames for eligibility for federal financial aid also apply to transfer students based on the number of credits accepted by Warren Wilson College.

Less than Full-Time Enrollment: Students who enroll less than full time will be eligible for federal assistance only and will not be eligible for assistance from institutional resources. The quantitative Satisfactory Academic Progress for less than full-time attendance is measured on a percentage basis compared to full-time standards. A student attending less than full-time will still be required to maintain the same cumulative grade point average based on total hours attempted.

Electives: Only courses that apply to the student’s degree plan may be considered in determining their enrollment status in application for financial assistance. Courses taken outside the student’s major requirements, or courses taken as “fill-ins” to maintain a certain level of enrollment, will not be considered as enrolled hours for eligibility purposes.

Repeating Courses: Students who receive a passing grade in a course (D- or higher) may repeat that course only *one time*. If students enroll for a course that they have already repeated once where a grade of D- or higher was received, they cannot be considered for financial assistance for any ensuing repeats.

SATISFACTORY ACADEMIC PROGRESS STATUS

Re-establishing Financial Aid Eligibility

The Financial Aid Office will notify students of their failure to meet the standards of this policy after each semester is completed and grades are finalized by the Registrar’s Office. Each student is responsible for knowing their own status, so if you are unsure of your SAP status, reach out to Financial Aid. If a student is not making SAP, they will be placed on Financial Aid Warning for the following semester. Students who fail to meet the minimum requirements at the end of the Financial Aid Warning semester will be placed on Financial Aid Suspension. At that time, they will lose eligibility for financial aid until such time that the minimum SAP requirements have been met or an appeal has been approved. All students placed on Financial Aid Suspension as a result of the failure to meet these SAP standards have the right to appeal through the Financial Aid Office.

- **Financial Aid Warning** is when the student has failed to meet the minimum SAP requirements. The student has one (1) semester to meet the minimum SAP requirements. Students will be notified by the Financial Aid Office if they are placed on Financial Aid Warning at the end of each semester. **Students may receive federal, state, and institutional funds during their Warning period. However, students who fail to meet the minimum SAP requirements at the end of the warning period will be placed on Financial Aid Suspension.**

- **Financial Aid Suspension** is when a student fails to meet the SAP requirements after their warning semester. **Students will not receive federal, state, or institutional funds during their suspension period until they submit all documentation required for an appeal and the appeal is approved. Students may receive a maximum of two Financial Aid Suspensions (non-consecutively) during their academic career at Warren Wilson College. After the second suspension, students will no longer be eligible for federal, state, or institutional financial aid.**

Exceptions to this standard must be approved by the Director of Financial Aid. An appeal will include a written detailed statement from the student with attached documentation to support their appeal AND an academic plan processed and signed by the student and the Academic Support Office. Other documentation may be requested on a case-by-case basis, based on the student's detailed statement. If a student's appeal is approved, they will be placed on probation until SAP is evaluated at the end of the probationary period.

SATISFACTORY ACADEMIC PROGRESS APPEAL PROCESS

Satisfactory Academic Progress Appeal: The student must complete and submit to the SAP Appeals Committee the **Satisfactory Academic Progress Appeal**, which includes a written statement explaining why the student failed to make satisfactory progress and what has changed in their situation that will allow them to now meet the minimum requirements. Any supportive documents or statements should also be submitted that will provide the Appeals Committee with any information pertinent to their review. Appeals must be based on injury or illness; death in the family; or other special circumstances. The Committee will review the request and all documentation to determine if a semester of *Financial Aid Probation* is warranted. Students will be notified by email of the Appeal Committee's decision. **Please note that if approved, only one semester of financial aid eligibility can be offered. The student must meet the minimum standards of Satisfactory Academic Progress by the end of the approved semester to retain eligibility.** If the student does not improve the deficiencies within that semester, the student will no longer be eligible for financial aid from Warren Wilson College until the minimum requirements are met. **A second appeal will not be accepted if denied.**

Satisfactory Academic Progress Academic Plan: The student must complete and submit the **Satisfactory Academic Progress Academic Plan** as part of the SAP Appeal. Students must contact the Academic Support Office to set up an appointment to develop their academic plan for meeting the minimum standards of academic progress. This Academic Plan will have strict conditions the student must follow for the student to retain their eligibility for financial assistance. **The Academic Plan and the student's performance must be evaluated at the end of each semester. Failure to meet the conditions of the Academic Plan will automatically terminate the student's eligibility for financial aid without opportunity for appeal.**

It is imperative that students understand that failure to submit a successful appeal or an approved Academic Plan to the Appeals Committee will mean that no further financial aid will be awarded to the student for future semesters of enrollment. It is necessary to take immediate action upon receipt of the notification that the student is not making Satisfactory Academic Progress.

For the WWC Financial Aid Office to process your appeal and finalize your financial aid if your appeal is approved, please follow the deadlines for the 2022-2023 academic year below:

FALL 2023 SAP Appeal Deadline: July 15th, 2023

(For students who did not meet SAP in Spring 2023)

SPRING 2024 SAP Appeal Deadline: January 8th, 2024

(For students who did not meet SAP in Fall 2023)