**NAU Office of Scholarships and Financial Aid**

Satisfactory Academic Progress (SAP) Policy

WHY: Federal Student Aid regulations require that students who receive federal financial aid – regardless of whether they received it in the past – must make progress toward a degree/certificate according to SAP Standards set by NAU.

WHO: All students who have a financial aid record for an Aid Year.

WHEN: SAP status is evaluated as soon as the results of a FAFSA are received (before we award for that Aid Year) and then again at the end of the Spring semester to set a SAP status for the following Aid Year.

WHAT: Cumulative GPA

* Undergraduate students must maintain a minimum of 2.0 cum gpa
* Graduate students must maintain a minimum of 3.0 cum gpa

Pace of Progress

* Undergraduate students must successfully complete 75% of their cumulative attempted credit hours
* Graduate students must successfully complete 67% of their cumulative attempted credit hours
* Pace is calculated by dividing the cumulative number of earned credit hours by the cumulative number of attempted credit hours
* Earned credit hours include: credit hours successfully completed with a grade of A, B, C or D and earned towards current career
* Attempted credit hours include: earned credit hours PLUS transfer credits, courses completed with a grade of ‘F’, incompletes, in-progress credits, non-credit remedial courses, repeated courses, and courses reported on a transcript as Withdrawn.

 Maximum Time Frame

* Complete degree within 150% of the published credit hours required for the academic plan
* Students are suspended at the following stages:
* Certificate Program – more than 22 hours attempted
* Bachelor’s Degree – more than 150 hours attempted
* Master’s Degree – more than 45 hours attempted
* Extended Academic Plan – set based on each plan’s requirements

REGAINING ELIGIBILITY:

* Successfully complete coursework that improves NAU cum gpa and/or Pace of Progress
* Submit a SAP Appeal
	+ Completed and signed SAP Appeal Form
	+ Typed personal statement explaining extenuating circumstance and supporting documentation
	+ If Max Timeframe suspension, an Academic Plan completed by an advisor

Updated: 01/23/2013