

Appendix A: CASE STUDIES: ACG/NSG academic year progression  
 Requirements and Guidance for 2006-7 and 2007-8 for programs that qualify to use Formula 1

**Assumptions for case studies 1 through 12**

- Students enroll in a 124-semester-hour bachelor’s degree program with an academic year of 24 semester hours and 30 weeks of instructional time.
- The educational program consists of two semesters, fall and spring, with 15 weeks of instructional time each and the summer term is 10 weeks of instructional time in length with full-time equal to 12 semester hours.
- A student is considered to advance in grade level based on earning 30 semester hours.
- Students meet all student eligibility requirements for any term apart from academic year progression.
- All assumptions concerning weeks, apart from credits accepted on transfer, apply only to traditional-calendar, standard-term programs.
- Case study charts show the credit hours and weeks of instructional time completed in each term plus the total accumulated by the end of the term in parentheses.

**Chart for identifying academic years**

The following chart provides a look-up table for determining the academic year of a student based on the weeks of instructional time and semester hours completed. For example, a student who has completed 30 weeks of instructional time and 24 credits but not completed either 60 credits or 48 credits, would be in his or her second academic year, while another student who has completed 120 weeks of instructional time and 96 credits is no longer eligible due to being beyond his or her fourth academic year except as provided in Dear Colleague letter GEN-06-18. Under DCL GEN-06-18, for the 2006-7 and 2007-8 award years, the student’s fourth year of eligibility is considered to extend until the student completes his or her degree program to the extent the student has remaining eligibility from a fourth-year award.

<b>Academic Year Progression</b>				
<b>Weeks of Instructional Time and Semester-Hour Credits</b>				
<b>Element Completed</b>	<b>&lt;30 weeks*</b>	<b>≥30 but &lt;60 weeks*</b>	<b>≥60 but &lt;90 weeks*</b>	<b>≥90 but &lt;120 weeks*</b>
<24* credits	AY 1	AY 1	AY 1	AY 1
≥24 but <48* credits	AY 1	AY 2	AY 2	AY 2
≥48 but <72* credits	AY 1	AY 2	AY 3	AY 3
≥72 but <96* credits	AY 1	AY 2	AY 3	AY 4
* Note that if a student meets or exceeds the maximum in one measure but not the other, the student has not progressed to the next academic year until both measures are met or exceeded.				

## **Case Study 1: Tom**

### **Institution does an exact accounting** (§691.6 (a), (b), and (c))

- Tom graduates from high school with no postsecondary credits, e.g., AP/IB or colleges courses taken as a nonregular student.
- He attends full-time for 9 semesters and the summer between his second and third fall/spring semesters; 4 hours in semester 10.
- He declares a major in topology and foundations (CIP code 27.0105) at the beginning of his third semester.

### **Point illustrated**

- Summer term only counts as 10 weeks of instructional time and delays the start of the fourth academic year for a National SMART Grant to his seventh semester.

### **Notes**

- Entering semester 3, Tom has accrued 24 credits over 30 weeks of instructional time. He is still a freshman because he has not accrued 30 credits, but he is eligible for second-year ACG because his 24 credits and 30 weeks of instructional time completed in the first two semesters constitute his first full title IV academic year in any eligible program.
- After attending the 10-week summer session, he earns 12 credits but over fewer weeks than a regular semester contains. As a result, by the time he begins semester 6, he has completed three academic years of credits ( $3 * 24 = 72$ ), but has less than three academic years in weeks of instructional time (85 instead of 90 ( $3 * 30 = 90$ )). Since he is not yet in his fourth academic year, he cannot move to the fourth-year grant level, but he has already exhausted his third-year Scheduled Award. He, therefore, may not receive a National SMART Grant disbursement for semester 6.

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**Case Study 1: Tom**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12	15	Freshman	ACG 1	
<b>Semester 2</b>	12 (24)	15 (30)	Freshman	ACG 1	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (36)	15 (45)	Freshman	ACG 2	Declares major
<b>Semester 4</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 2</b>	12 (60)	10 (70)	Sophomore	NSG 3	
<b>Semester 5</b>	12 (72)	15 (85)	Junior	NSG 3	
<b>Semester 6</b>	12 (84)	15 (100)	Junior		
<b>Summer 3</b>					
<b>Semester 7</b>	12 (96)	15 (115)	Junior	NSG 4	
<b>Semester 8</b>	12 (108)	15 (130)	Senior	NSG 4	
<b>Summer 4</b>					
<b>Semester 9</b>	12 (120)	15 (145)	Senior		
<b>Semester 10</b>	4 (124)	15 (160)	Senior		Pell < half-time
<b>Summer 5</b>					

## **Case Study 2: Margaret**

### **Institution does an exact accounting** (§691.6 (a), (b), and (c))

- Margaret graduates from high school with no postsecondary credits.
- She attends half-time for semesters 1 to 4 and then full-time for 8 semesters; 4 hours in semester 13.
- She declares a major in pathology (CIP code 26.0910) at the beginning of her third semester.

### **Point illustrated**

- Duration of eligibility continues even in payment periods for which a student is not eligible. Margaret never receives a first academic year award since she does not attend full-time during the period when she completes her first academic year in credits and weeks.

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**Case Study 2: Margaret**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	6	15	Freshman		< full-time
<b>Semester 2</b>	6 (12)	15 (30)	Freshman		< full-time
<b>Summer 1</b>					
<b>Semester 3</b>	6 (18)	15 (45)	Freshman		< full-time Declares major
<b>Semester 4</b>	6 (24)	15 (60)	Freshman		< full-time
<b>Summer 2</b>					
<b>Semester 5</b>	12 (36)	15 (75)	Freshman	ACG 2	
<b>Semester 6</b>	12 (48)	15 (90)	Sophomore	ACG 2	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (60)	15 (105)	Sophomore	NSG 3	
<b>Semester 8</b>	12 (72)	15 (120)	Junior	NSG 3	
<b>Summer 4</b>					
<b>Semester 9</b>	12 (84)	15 (135)	Junior	NSG 4	
<b>Semester 10</b>	12 (96)	15 (150)	Junior	NSG 4	
<b>Summer 5</b>					
<b>Semester 11</b>	12 (108)	15 (165)	Senior		
<b>Semester 12</b>	12 (120)	15 (180)	Senior		
<b>Summer 6</b>					
<b>Semester 13</b>	4 (124)	15 (195)	Senior		Pell < half-time

### **Case Study 3: Joan**

**Institution does an exact accounting except assume weeks for summer** (§691.6(d); applicable only to programs using Formula 1 or Formula 2)

- Joan graduates from high school with no postsecondary credits.
- She attends full-time for 10 semesters and the summer between her second and third fall/spring semesters.
- She declares a major in solid state physics (CIP code 40.0808) at the beginning of her third semester.

### **Point illustrated**

- To the extent the institution does not do an exact accounting of the weeks of instructional time for summer, the institution may consider the 10-week summer term to count as 15 weeks of instructional time in determining Joan's academic year progression based on summer being treated as  $\frac{1}{2}$  of an academic year in weeks of instructional time under §691.6(d) of the current program regulations.

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**Case Study 3: Joan**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12	15	Freshman	ACG 1	
<b>Semester 2</b>	12 (24)	15 (30)	Freshman	ACG 1	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (36)	15 (45)	Freshman	ACG 2	Declares major
<b>Semester 4</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 2</b>	12 (60)	15 (75)	Sophomore	NSG 3	Summer = 15 wk
<b>Semester 5</b>	12 (72)	15 (90)	Junior	NSG 3	
<b>Semester 6</b>	12 (84)	15 (105)	Junior	NSG 4	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (96)	15 (120)	Junior	NSG 4	
<b>Semester 8</b>	12 (108)	15 (135)	Senior		
<b>Summer 4</b>					
<b>Semester 9</b>	12 (120)	15 (150)	Senior		
<b>Semester 10</b>	12 (132)	15 (165)	Senior		Pell < half-time because she only needs 4 credits to complete degree

## **Case Study 4: Lee**

### **Institution assumes weeks based on counting terms** (§691.6 (d) and private-letter guidance for 6-7 and 7-8 award years)

- Lee graduates from high school with no postsecondary credits.
- He attends full-time for 10 semesters and the summer between his second and third fall/spring semesters.
- He declares a major in naval architecture (CIP code 14.2201) at the beginning of his third semester.

### **Point illustrated**

- To the extent the institution does not do an exact accounting of the weeks of instructional time for summer, under §691.6 (d) of the program regulations, the institution is able to treat summer as an equivalent term to the fall and spring terms in weeks of instructional time.
- By counting weeks based on terms attended the institution assumes any term is  $\frac{1}{2}$  of an academic year), Lee receives credit for 15 weeks of instructional time for attending a summer term. His fourth-year National SMART Grant starts in the sixth semester unlike Tom whose fourth year did not start until his seventh semester.
- Note: If the program used payment Formula 2 and had a 14-week semester and a 15-week semester, each term, including summer, would count as 14.5 weeks of instructional time, i.e.,  $\frac{1}{2}$  of the fall through spring terms. Since no two terms can equal more than 29 weeks, you would not round up the fraction. Alternatively, under §691.6 (d) may treat summer as one-half of an academic year, 15 weeks, while the fall and spring terms would count as 14.5.

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**Case Study 4: Lee**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12	15	Freshman	ACG 1	
<b>Semester 2</b>	12 (24)	15 (30)	Freshman	ACG 1	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (36)	15 (45)	Freshman	ACG 2	Declares major
<b>Semester 4</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 2</b>	12 (60)	15 (75)	Sophomore	NSG 3	10-wk summer term credited as 15 wks
<b>Semester 5</b>	12 (72)	15 (90)	Junior	NSG 3	
<b>Semester 6</b>	12 (84)	15 (105)	Junior	NSG 4	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (96)	15 (120)	Junior	NSG 4	
<b>Semester 8</b>	12 (108)	15 (135)	Senior		
<b>Summer 4</b>					
<b>Semester 9</b>	12 (120)	15 (150)	Senior		
<b>Semester 10</b>	12 (132)	15 (165)	Senior		Pell < half-time

## **Case Study 5: Denise**

### **Institution assumes weeks of i.t. based on hours** (DCL GEN-06-18 for 6-7 and 7-8 award years)

- Denise graduates from high school with no postsecondary credits.
- She attends full-time for 9 semesters and the summer between her second and third fall/spring semesters; 4 hours in semester 10.
- She declares a major in neuropharmacology (CIP code 26.1003) in her third semester.

### **Point illustrated**

- By assuming weeks of instructional time based on credit hours earned, 15 weeks of instructional time are attributed to the 12 hours earned in the 10-week summer term.
- The hours completed in the tenth semester equate to fewer weeks of instructional time.

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**Case Study 5: Denise**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12	15	Freshman	ACG 1	
<b>Semester 2</b>	12 (24)	15 (30)	Freshman	ACG 1	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (36)	15 (45)	Freshman	ACG 2	Declares major
<b>Semester 4</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 2</b>	12 (60)	15 (75)	Sophomore	NSG 3	12 hrs of summer credited as 15 wks
<b>Semester 5</b>	12 (72)	15 (90)	Junior	NSG 3	
<b>Semester 6</b>	12 (84)	15 (105)	Junior	NSG 4	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (96)	15 (120)	Junior	NSG 4	
<b>Semester 8</b>	12 (108)	15 (135)	Senior		
<b>Summer 4</b>					
<b>Semester 9</b>	12 (120)	15 (150)	Senior		
<b>Semester 10</b>	4 (124)	5 (155)	Senior		-Pell < half-time - Hours equate to only 5 weeks (4/24 * 30 = 5)

## **Case Study 6: George**

### **Institution assumes weeks of i.t. based on hours** (DCL GEN-06-18 for 6-7 and 7-8 award years)

- George graduates from high school with no postsecondary credits.
- He attends full-time for 9 semesters and the summer between his second and third fall/spring semesters; 4 hours in semester 10.
- He declares a major in hazardous materials management (CIP code 15.0508) in his eighth semester.

### **Points illustrated**

- The delay in declaring a major affects George's National SMART Grant eligibility.
- By assuming weeks of instructional time based on credit hours earned, 15 weeks of instructional time are attributed to the 12 hours earned in the 10-week summer term.
- The hours completed in the tenth semester justify fewer weeks of instructional time.

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**Case Study 6: George**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12	15	Freshman	ACG 1	
<b>Semester 2</b>	12 (24)	15 (30)	Freshman	ACG 1	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (36)	15 (45)	Freshman	ACG 2	
<b>Semester 4</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 2</b>	12 (60)	15 (75)	Sophomore		12 hours of summer credited as 15 wks
<b>Semester 5</b>	12 (72)	15 (90)	Junior		
<b>Semester 6</b>	12 (84)	15 (105)	Junior		
<b>Summer 3</b>					
<b>Semester 7</b>	12 (96)	15 (120)	Junior		
<b>Semester 8</b>	12 (108)	15 (135)	Senior	NSG 4	Declares major
<b>Summer 4</b>					
<b>Semester 9</b>	12 (120)	15 (150)	Senior	NSG 4	
<b>Semester 10</b>	4 (124)	5 (155)	Senior		- Pell < half-time - Hours equate to only 5 weeks (4/24 * 30 = 5)

## **Case Study 7: Cecilia**

**Institution does an exact accounting except transfer credits** (§691.6(a), (b), and (c); Preamble, November 1, 2006 final regulations (71 FR 64404-64405))

- Cecilia transfers in 24 credits from a prior institution and received half of an ACG first-year Scheduled Award.
- She attends full-time for 8 semesters and 4 hours for the ninth semester.
- She declares a major in microbial and eukaryotic genetics (CIP code 26.0803) at the beginning of her third semester.

### **Points illustrated**

- The institution assumes weeks of instructional time based on credits accepted on transfer. Therefore, Cecilia is considered to be in her second academic year for ACG in her first semester because the 24 credits accepted on transfer also equate to having completed 30 weeks of instructional time.
- Her GPA for second-year eligibility must be based on the grades of the credits accepted on transfer.
- The receipt of the ACG first-year award is not relevant to determining her academic year at her new institution. If she had received a portion of a second-year award but the institution accepted less than 24 credits on transfer, the institution would be required to consider her a second-year student. The GPA would be based on the credits accepted on transfer.

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**Case Study 7: Cecilia**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12 (36)	15 (45)	Freshman	ACG 2	Assume 30 wks
<b>Semester 2</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (60)	15 (75)	Sophomore	NSG 3	Declares major
<b>Semester 4</b>	12 (72)	15 (90)	Junior	NSG 3	
<b>Summer 2</b>					
<b>Semester 5</b>	12 (84)	15 (105)	Junior	NSG 4	
<b>Semester 6</b>	12 (96)	15 (120)	Junior	NSG 4	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (108)	15 (135)	Senior		
<b>Semester 8</b>	12 (120)	15 (150)	Senior		
<b>Summer 4</b>					
<b>Semester 9</b>	4 (124)	15 (165)	Senior		Pell < half-time

## **Case Study 8: Mary Beth**

### **Institution does an exact accounting** (§691.6(a), (b), and (c))

- Mary Beth starts college with 24 AP credits.
- She attends full-time for 8 semesters and 4 hours in the ninth semester.
- She declares a major in paleontology (CIP code 40.0604) at the beginning of her third semester.

### **Points illustrated**

- AP credit counts toward completion of the credit hours of an academic year, but, since AP credit is not earned as part of attending an ACG or National SMART Grant eligible program, it does not have weeks of instructional time associated with the credits.
- Though Mary Beth has completed the first year in hours for academic year progression at the beginning of her enrollment, her weeks of instructional time mean she is in her first academic year on her first two semesters with a similar affect on her subsequent terms.

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**Case Study 8: Mary Beth**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12 (36)	15	Freshman	ACG 1	No wks for AP credit
<b>Semester 2</b>	12 (48)	15 (30)	Sophomore	ACG 1	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (60)	15 (45)	Sophomore	ACG 2	Declares major
<b>Semester 4</b>	12 (72)	15 (60)	Junior	ACG 2	
<b>Summer 2</b>					
<b>Semester 5</b>	12 (84)	15 (75)	Junior	NSG 3	
<b>Semester 6</b>	12 (96)	15 (90)	Junior	NSG 3	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (108)	15 (105)	Senior	NSG 4	
<b>Semester 8</b>	12 (120)	15 (120)	Senior	NSG 4	
<b>Summer 4</b>					
<b>Semester 9</b>	4 (124)	15 (135)	Senior		Pell < half-time

## **Case Study 9: Gabriel**

### **Institution assumes weeks based on credits** (DCL GEN-06-18 for 6-7 and 7-8 award years)

- Gabriel starts college with 24 AP credits.
- He attends full-time for 8 semesters and 4 hours in the ninth semester.
- He declares a major in paleontology (CIP code 40.0604) at the beginning of his third semester.

### **Points illustrated**

- AP credit counts toward completion of the credit hours of an academic year; and by assuming weeks of instructional time based on the credits earned towards the ACG or National SMART Grant eligible program under the interim guidance in the DCL, Gabriel is assumed to have completed 30 weeks of instructional time.
- In his first term, Gabriel is considered to be in his second academic year for ACG with similar effects on subsequent eligibility.

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**Case Study 9: Gabriel**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	12 (36)	15 (45)	Freshman	ACG 2	30 wks for AP credit
<b>Semester 2</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Summer 1</b>					
<b>Semester 3</b>	12 (60)	15 (75)	Sophomore	NSG 3	Declares major
<b>Semester 4</b>	12 (72)	15 (90)	Junior	NSG 3	
<b>Summer 2</b>					
<b>Semester 5</b>	12 (84)	15 (105)	Junior	NSG 4	
<b>Semester 6</b>	12 (96)	15 (120)	Junior	NSG 4	
<b>Summer 3</b>					
<b>Semester 7</b>	12 (108)	15 (135)	Senior		
<b>Semester 8</b>	12 (120)	15 (150)	Senior		
<b>Summer 4</b>					
<b>Semester 9</b>	4 (124)	15 (165)	Senior		Pell < half-time

## **Case Study 10: Justin**

### **Institutions do an exact accounting** (§691.6(a), (b), and (c))

- Justin starts college with 30 AP credits.
- He attends full-time for 2 semesters at Crystal City College and receives an associate degree.
- He transfers to Pentagon City University, which accepts both the AP credits and the 30 credits earned at CCC.
- He declares a major in toxicology (CIP code 26.1004) at the beginning of his enrollment at PCU.

### **Points illustrated**

- AP credit counts toward completion of the credit hours of an academic year, but, since AP credit is not earned as part of attending an ACG or National SMART Grant eligible program, it does not have weeks of instructional time associated with the credits.
- Because PCU is aware that 30 credits are AP credits, the institution considers Justin to be in his second academic year when he starts.

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**Case Study 10: Justin**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	15 (45)	15	Sophomore	ACG 1	
<b>Semester 2</b>	15 (60)	15 (30)	Sophomore	ACG 1	
----- Transfers -----					
<b>Summer 1</b>					
<b>Semester 3</b>	15 (75)	15 (45)	Junior	ACG 2	PCU aware of AP Declares major
<b>Semester 4</b>	15 (90)	15 (60)	Junior	ACG 2	
<b>Summer 2</b>					
<b>Semester 5</b>	15 (105)	15 (75)	Senior	NSG 3	
<b>Semester 6</b>	15 (120)	15 (90)	Senior	NSG 3	
<b>Summer 3</b>					
<b>Semester 7</b>	4 (124)	15 (105)	Senior		Pell < half-time

## **Case Study 11: Joe**

### **Institution does an exact accounting; other institution does exact accounting except assumes weeks for transfer and AP credits** (§691.6(a), (b), and (c), Preamble, November 1, 2006 final regulations (transfer credits), and DCL GEN-06-18 (AP credits))

- Joe starts college with 30 AP credits.
- He attends full-time for 2 semesters at Crystal City College and receives an associate degree; CCC does not use DCL and does an exact accounting.
- He transfers to Pentagon City University, which accepts both the AP credits and the 30 credits earned at CCC.
- He declares a major in range science and management (CIP code 01.1106) at the beginning of his enrollment at PCU.

### **Points illustrated**

- AP credits count toward completion of the credit hours of an academic year, but, since AP credit is not earned as part of attending an ACG or National SMART Grant eligible program, it does not have weeks of instructional time associated with the credits at CCC.
- Even though PCU is aware that 30 credits are AP credits, under assumptions using DCL guidance, the AP credits are considered to have weeks of instructional time at PCU and Joe is in his third academic year when he starts at PCU. Based on the 60 transfer and AP credits, PCU assumes Joe started with 75 weeks of instructional time  $(60 \text{ [credits transferred/AP]} * 30 \text{ [weeks in ac yr]}) / 24 \text{ [credits in ac yr]} = 75$ .

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**Case Study 11: Joe**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	15 (45)	15	Sophomore	ACG 1	Exact accounting; no wks with AP credits
<b>Semester 2</b>	15 (60)	15 (30)	Sophomore	ACG 1	
----- Transfers -----					
<b>Summer 1</b>					
<b>Semester 3</b>	15 (75)	15 (90)	Junior	NSG 3	-PCU aware of AP and assumes weeks for AP and transfer credits -Declares major
<b>Semester 4</b>	15 (90)	15 (105)	Junior	NSG4	
<b>Summer 2</b>					
<b>Semester 5</b>	15 (105)	15 (120)	Senior	NSG 4	
<b>Semester 6</b>	15 (120)	15 (1135)	Senior		
<b>Summer 3</b>					
<b>Semester 7</b>	4 (124)	15 (1150)	Senior		Pell < half-time

## **Case Study 12: Pat**

**Institutions do an exact accounting; second institution assumes weeks for transfer credits** (§691.6(a), (b), (c) and Preamble, November 1, 2006 final regulations (transfer credits))

- Pat starts college with 30 AP credits.
- She attends full-time for 2 semesters at Crystal City College and receives an associate degree.
- She transfers to Pentagon City University, which accepts the 60 credits earned at CCC.
- She declares a major in artificial intelligence and robotics (CIP code 11.0102) at the beginning of her enrollment at PCU.

### **Points illustrated**

- Because PCU is not aware that 30 credits are AP credits, the institution considers Pat to be in her third academic year when she starts based on credits accepted on transfer under the November 1, 2006 Preamble guidance. Based on the 60 transfer credits, PCU assumes Pat started with 75 weeks of instructional time ( $60 \text{ [credits transferred/AP]} * 30 \text{ [weeks in ac yr]} / 24 \text{ [credits in ac yr]} = 75$ ).

Appendix A: CASE STUDIES: ACG/NSG academic year progression  
 Requirements and Guidance for 2006-7 and 2007-8 for programs that qualify to use Formula 1

**Case Study 12: Pat**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Semester 1</b>	15 (45)	15	Sophomore	ACG 1	Exact accounting; no wks with AP credits
<b>Semester 2</b>	15 (60)	15 (30)	Sophomore	ACG 1	
----- Transfers -----					
<b>Summer 1</b>					
<b>Semester 3</b>	15 (75)	15 (90)	Junior	NSG 3	PCU <u>not</u> aware of AP* Declares major
<b>Semester 4</b>	15 (90)	15 (105)	Junior	NSG 4	
<b>Summer 2</b>					
<b>Semester 5</b>	15 (105)	15 (120)	Senior	NSG 4	
<b>Semester 6</b>	15 (120)	15 (135)	Senior		
<b>Summer 3</b>					
<b>Semester 7</b>	4 (124)	15 (150)	Senior		Pell < half-time

\*Potential issue: NSLDS shows ACG 1 in prior year at CCC.

**Assumptions for case study 13**

- Students enroll in a 124-semester-hour bachelor’s degree program with an academic year of 24 semester hours and 30 weeks of instructional time.
- The educational program has nonstandard terms of 10 weeks of instructional time and full-time is 8 semester hours ((24\*10)/30 = 8).
- A student is considered to advance in grade level based on earning 30 semester hours.
- Students meet all student eligibility requirements for any term apart from academic year progression.
- Case study charts show the credit hours and weeks of instructional time completed in each term plus the total accumulated by the end of the term in parentheses.

**Chart for identifying academic years**

The following chart provides a look-up table for determining the academic year of a student based on the weeks of instructional time and semester hours completed. For example, a student who has completed 30 weeks of instructional time and 24 credits but not completed either 60 credits or 48 credits, would be in his or her second academic year, while another student who has completed 120 weeks of instructional time and 96 credits is no longer eligible due to being beyond his or her fourth academic year except as provided in Dear Colleague letter GEN-06-18. Under DCL GEN-06-18, for the 2006-7 and 2007-8 award years, the student’s fourth year of eligibility is considered to extend until the student completes his or her degree program to the extent the student has remaining eligibility from a fourth-year award.

<b>Academic Year Progression</b>				
<b>Weeks of Instructional Time and Semester-Hour Credits</b>				
<b>Element Completed</b>	<b>&lt;30 weeks*</b>	<b>≥30 but &lt;60 weeks*</b>	<b>≥60 but &lt;90 weeks*</b>	<b>≥90 but &lt;120 weeks*</b>
<24* credits	AY 1	AY 1	AY 1	AY 1
≥24 but <48* credits	AY 1	AY 2	AY 2	AY 2
≥48 but <72* credits	AY 1	AY 2	AY 3	AY 3
≥72 but <96* credits	AY 1	AY 2	AY 3	AY 4
* Note that if a student meets or exceeds the maximum in one measure but not the other, the student has not progressed to the next academic year until both measures are met or exceeded.				

## **Case Study 13: Sophia**

**Institution does an exact accounting except transfer credits** (§691.6(a), (b), and (c); Preamble, November 1, 2006 final regulations (71 FR 64404-64405))

- Sophia transfers in 24 credits from a prior institution and received half of an ACG first-year Scheduled Award.
- She attends full-time except for terms 2, 3, 4, and 12.
- She declares a major in environmental biology (CIP code 26.1305) at the beginning of her fifth term.

### **Points illustrated**

- The institution assumes weeks of instructional time based on credits accepted on transfer. Therefore, Sophia is considered to be in her second academic year for ACG in her first semester because the 24 credits accepted on transfer also equate to having completed 30 weeks of instructional time.
- The institution must do an exact accounting of her academic year progression at the institution; the provisions for assuming weeks of instructional time in §691.6(d) and DCL GEN-06-18 do not apply. The GPA for second-year eligibility must be based on the grades of the credits accepted on transfer.
- The receipt of the ACG first-year award is not relevant to determining her academic year at her new institution. If she had received a portion of a second-year award but the institution accepted less than 24 credits on transfer, the institution would be required to consider her a second-year student. The GPA would be based on the credits accepted on transfer or, if doing an exact accounting across attendance at all institutions, the GPA for the coursework completed in the first-year at the prior institution.
- Sophia only receives one-third of her second-year ACG in her initial term since she attends as a less-than-full-time student for the rest of her second academic year and is not eligible.

**Case Study 13: Sophia**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Term 1</b>	10 (34)	10 (40)	Freshman	ACG 2	Assume 30 wks for transferred credits
<b>Term 2</b>	5 (39)	10 (50)	Sophomore		<full-time, not eligible
<b>Term 3</b>	5 (44)	10 (60)	Sophomore		<full-time, not eligible
<b>Term 4</b>	5 (49)	10 (70)	Sophomore		<full-time, not eligible
<b>Term 5</b>	10 (59)	10 (80)	Sophomore	NSG 3	Declares major
<b>Term 6</b>	10 (69)	10 (90)	Sophomore	NSG 3	
<b>Term 7</b>	10 (79)	10 (100)	Junior	NSG 3	
<b>Term 8</b>	10 (89)	10 (110)	Junior	NSG 4	
<b>Term 9</b>	10 (99)	10 (120)	Junior	NSG 4	
<b>Term 10</b>	10 (109)	10 (130)	Senior	NSG 4	
<b>Term 11</b>	10 (119)	10 (140)	Senior		
<b>Term 12</b>	5 (124)	10 (150)	Senior		

**Assumptions for case study 14**

- Students enroll in a 124-semester-hour bachelor’s degree program with an academic year of 24 semester hours and 30 weeks of instructional time.
- The educational program is a nonterm program with payment periods of 12 semester hours and 15 weeks of instructional time.
- A student is considered to advance in grade level based on earning 30 semester hours.
- Students meet all student eligibility requirements for any term apart from academic year progression.
- Case study charts show the credit hours and weeks of instructional time completed in each term plus the total accumulated by the end of the term in parentheses.

**Chart for identifying academic years**

The following chart provides a look-up table for determining the academic year of a student based on the weeks of instructional time and semester hours completed. For example, a student who has completed 30 weeks of instructional time and 24 credits but not completed either 60 credits or 48 credits, would be in his or her second academic year, while another student who has completed 120 weeks of instructional time and 96 credits is no longer eligible due to being beyond his or her fourth academic year except as provided in Dear Colleague letter GEN-06-18. Under DCL GEN-06-18, for the 2006-7 and 2007-8 award years, the student’s fourth year of eligibility is considered to extend until the student completes his or her degree program to the extent the student has remaining eligibility from a fourth-year award.

<b>Academic Year Progression</b>				
<b>Weeks of Instructional Time and Semester-Hour Credits</b>				
<b>Element Completed</b>	<b>&lt;30 weeks*</b>	<b>≥30 but &lt;60 weeks*</b>	<b>≥60 but &lt;90 weeks*</b>	<b>≥90 but &lt;120 weeks*</b>
<24* credits	AY 1	AY 1	AY 1	AY 1
≥24 but <48* credits	AY 1	AY 2	AY 2	AY 2
≥48 but <72* credits	AY 1	AY 2	AY 3	AY 3
≥72 but <96* credits	AY 1	AY 2	AY 3	AY 4
* Note that if a student meets or exceeds the maximum in one measure but not the other, the student has not progressed to the next academic year until both measures are met or exceeded.				

## **Case Study 14: Jackie**

**Institution does an exact accounting except transfer credits** (§691.6(a), (b), and (c); Preamble, November 1, 2006 final regulations (71 FR 64404-64405))

- Jackie transfers in 12 semester hours and has received a first-year ACG award for attending a full academic year at the prior institution.
- She attends full-time except for terms 10.
- She declares a major in computer systems analysis (CIP code 11.0501) at the beginning of her fifth term.

### **Points illustrated**

- The institution assumes weeks of instructional time based on credits accepted on transfer. Therefore, upon enrollment Jackie is considered to be in her first academic year for ACG based on the 12 credits accepted on transfer and the attributed 15 weeks of instructional time. In fact, if the institution did an exact accounting of attendance at all institutions, she would be a second-year student and her GPA would be based on the grades of the 12 transferred credits.
- The institution must do an exact accounting of her academic year progression at the institution; the provisions for assuming weeks of instructional time in §691.6(d) and DCL GEN-06-18 do not apply.

**Case Study 14: Jackie**

<b>Term</b>	<b>Hours (cumulative)</b>	<b>Weeks of i.t. (cumulative)</b>	<b>Grade level</b>	<b>Grants</b>	<b>Notes</b>
<b>Payment period 1</b>	12 (24)	15 (30)	Freshman		Assume 15 wks for transferred credits; no remaining first year eligibility
<b>Payment period 2</b>	12 (36)	15 (45)	Freshman	ACG 2	Declares major
<b>Payment period 3</b>	12 (48)	15 (60)	Sophomore	ACG 2	
<b>Payment period 4</b>	12 (60)	15 (75)	Sophomore	NSG 3	
<b>Payment period 5</b>	12 (72)	15 (90)	Junior	NSG 3	
<b>Payment period 6</b>	12 (84)	15 (105)	Junior	NSG 4	
<b>Payment period 7</b>	12(96)	15 (120)	Junior	NSG 4	
<b>Payment period 8</b>	12 (108)	15 (135)	Senior		
<b>Payment period 9</b>	12 (120)	15 (150)	Senior		
<b>Payment period 10</b>	4 (124)	5 (155)	Senior		