

## SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID ELIGIBILITY

UNT Dallas monitors Satisfactory Academic Progress (SAP) at the end of each term. For more information regarding SAP and financial aid eligibility, please visit our website at <http://www.untDallas.edu/finaid/forms/sap>.

Various federal and state regulations governing student financial assistance require that an institution develop standards to measure academic progress toward a degree, certificate or certification. When you apply for financial aid you will be monitored for Satisfactory Academic Progress (SAP) **whether or not** financial aid was applied for or received during any academic period in which you were previously enrolled.

You will not be eligible for financial assistance if you do not meet the SAP requirements. Minimum standards, including qualitative and pace of progression must be met by the end of any given term at UNT Dallas.

### Qualitative Requirements of Satisfactory Academic Progress

The minimum cumulative UNT Dallas grade point average for undergraduate students is 1.8 for the first term of enrollment and a 2.0 for all subsequent semesters. The minimum cumulative UNT Dallas grade point average for graduate students is 2.67 for the first term of enrollment and a 3.0 for all subsequent semesters.

**Please Note:** When you apply and are accepted to graduate school, your SAP will be measured according to graduate student classification, whether or not a bachelor's degree has been earned. (i.e. 5-year Accounting Program)

### Pace of Progression Requirements of Satisfactory Academic Progress

You must successfully complete at least 67% of your cumulative attempted credit hours. Attempted hours include repeated, failed, incomplete, withdrawn from, and transfer credit hours.

Pace is measured by dividing the cumulative number of hours successfully completed by the cumulative number of hours attempted as shown below:

$$\text{Pace} = \frac{\text{Cumulative \# of hours successfully completed}}{\text{Cumulative \# of hours attempted}}$$

Example 1: After two terms Tim has attempted a total of 24 hours, but has only completed (earned with a passing grade) 16 hours. Tim's pace of progression is equal to 66.6% ( $16/24=66.6\%$ ), which is unacceptable because it is below 67%.

Example 2: After four terms Elsa has attempted a total of 60 hours, but has only completed (earned with a passing grade) 45 hours. This student's pace of progression is equal to 75% ( $45/60 = 75\%$ ), which is acceptable because it is not below 67%.

**Please Note:** You are required to notify Student Financial Aid and Scholarships BEFORE dropping classes or withdrawing from the university. By doing so, you will be advised about current and/or future financial aid eligibility.

### Helpful Terms to Understand Financial Aid Satisfactory Academic Progress

- **Pace of Progression**: an ongoing measure that ensures a student is on track to complete their program in the maximum timeframe.
- **Meets SAP**: a status assigned to you if you are in good standing and meeting all SAP requirements.
- **Warning**: a status assigned to you if you failed to meet SAP requirements (qualitative and/or pace of progression). You will still be allowed to receive financial aid during a warning status.
- **Not Meets SAP**: a status assigned to you if you are not meeting SAP requirements (qualitative, pace of progression and/or maximum hours). You will not be eligible for financial aid with this status.
- **Appeal**: the process for a student who failed to meet SAP requirements to petition the school for a reconsideration of financial aid (see appeal process for more information).
- **Financial Aid Probation**: a status assigned to you if you failed to maintain SAP but successfully appeal, permitting you to receive financial aid for one term.
- **Financial Aid Academic Plan**: a status assigned to you if an additional appeal is approved while on financial aid probation. This is developed in cooperation and agreement with your academic department/advisor.

## Maximum Hour Limit

In addition to meeting qualitative and pace of progression standards, you must not have registered for, earned or attempted more than a specific cumulative maximum of semester hours as an undergraduate student. This limit is effective whether or not financial aid has ever been applied for or received. The current maximum is **150% of the student's required degree plan**. The maximum includes all hours registered for, earned or attempted at any institution of higher education. This includes hours you have dropped, withdrawn from, failed, duplicated or never completed. College Level Examination Program (CLEP) and some military hours are subject to further evaluation. If you exceed the maximum number of hours allowed by your degree plan your financial aid will be **canceled**.

**To calculate the number of hours for your financial aid eligibility, see formula below:**

\_\_\_\_\_ X 150% = \_\_\_\_\_ Maximum hours allowed for financial aid  
Hours required for degree plan

Example 1: Sarah is a continuing student with 145 earned/attempted hours with a degree plan that requires 124 hours to complete. Using the formula above, her eligibility would be calculated as follows: 124 hours for her degree plan X 150% = 186 hours of financial aid eligibility. Sarah is under her maximum hours allowed for financial aid and remains eligible for aid as long as all other requirements are met.

Example 2: Gavin is a new transfer student with 191 earned/attempted hours with a degree plan that requires 120 hours to complete. Using the formula above, his eligibility would be calculated as follows: 120 hours for his degree plan X 150% = 180 hours of financial aid eligibility. Gavin is over his maximum hours allowed for financial aid and is not eligible for financial aid. He does have the option to pursue an appeal to be considered for a Financial Aid Probation (see Appeal Process for more information).

For a **graduate** program (master's or Juris Doctorate), the maximum timeframe cannot exceed the published length of the program measured by the number of terms at UNT Dallas. Please note, this includes Fall, Spring and Summer terms of enrollment.

In addition, each **post-baccalaureate** program has specific aid eligibility guidelines for maximum timeframe and are monitored accordingly.

## Appeal Process

If you fail to meet Satisfactory Academic Progress standards and consequently lose financial aid eligibility, you may submit a written appeal with supporting documentation for reinstatement of financial aid eligibility if you had mitigating circumstances.

Mitigating circumstances include:

- Serious injury of the student and/or the student's immediate family
- Serious extended illness of the student and/or the student's immediate family
- Death of the student's relative

If you have had mitigating circumstances, please visit the Student Financial Aid and Scholarships office on the first floor of Bldg. 1 to pick up an appeal form. The appeal forms are also available in the forms section of the website <http://www.untDallas.edu/finaid/forms>. Appeals must be submitted by the midpoint of the semester.

## Repeated Coursework

Per Federal Regulation, a student is not eligible for Title IV (federal) financial aid for any course they repeat more than once if they have previously passed the course.

Example: Student took BIOL 101 in Fall 2010 and earned a D. The student can retake the course once and receive financial aid for that course. If the student attempts to retake the course again, no federal financial aid funds can be used to help pay for the class.

## Tips to help you be successful:

- Visit your academic advisor once per term
- Utilize the Learning Center if you need academic assistance
- Monitor your To Do List on your myUNTDallas
- Check our website regularly for updates and new information at <http://www.untDallas.edu/finaid>

If you have questions regarding Satisfactory Academic Progress, you may visit our office or call us at (972) 780-3662.