What is Satisfactory Academic Progress (SAP)?
One way the University and the Department of Education measure academic success is the Satisfactory Academic Progress (SAP) measurement. This measurement is evaluated each quarter and determines your academic standing within the University. Your academic standing also impacts your eligibility for federal student aid. Listed below are the two components of the University’s SAP measurement.

- **Qualitative**: Undergraduate students must maintain satisfactory academic standing by achieving a cumulative Grade Point Average (GPA) of **2.0 or higher**. Graduate students must maintain a cumulative Grade Point Average (GPA) of **3.0 or higher**.

- **Quantitative**: Undergraduate students receiving federal financial aid are required to make steady progress toward a degree by **successfully completing 66.67% of all attempted credits** at a given career level while graduate students receiving federal financial aid are required to make steady progress toward a degree by **successfully completing 50% of all attempted credits** at a given career level.

All students must meet the Qualitative measurement in order to maintain SAP. Federal financial aid recipients must meet both a Qualitative and Quantitative measurement to continue to receive federal student aid.

When is my academic standing and student status measured?
SAP is evaluated each quarter and determines your academic standing within the University.

<table>
<thead>
<tr>
<th>Academic Standing Status</th>
<th>Financial Aid SAP Status</th>
</tr>
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<tbody>
<tr>
<td><strong>Qualitative Standard Only</strong></td>
<td><strong>Qualitative &amp; Quantitative Standards</strong></td>
</tr>
<tr>
<td>- If a student meets the Qualitative standard,</td>
<td>- If a student meets both Qualitative and Quantitative</td>
</tr>
<tr>
<td>the status is considered <strong>Satisfactory</strong>.</td>
<td>standards, the status is considered <strong>Satisfactory</strong>.</td>
</tr>
<tr>
<td>- A student who was previously in a Satisfactory</td>
<td>- A student who was previously in a Satisfactory status and</td>
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<tr>
<td>Academic Status and now fails to meet the</td>
<td>now fails to meet one or both standards is placed in a</td>
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<tr>
<td>Qualitative standard is placed in a <strong>Warning</strong></td>
<td><strong>Warning</strong> status.</td>
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<td>status.</td>
<td>- A student who was previously in a Warning status and now</td>
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<td>- A student who was previously in a Warning status</td>
<td>fails to meet the **Qualitative standard is considered</td>
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<td>and now fails to meet the Qualitative standard</td>
<td><strong>Suspended</strong>.</td>
</tr>
<tr>
<td>is considered <strong>Suspended</strong>.</td>
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How is the completion ratio or quantitative (pace) standard determined?
Pace is calculated as follows:

- **All successful attempts** go into the numerator
- **All attempted credits** go into the denominator

The ratio must be 66.67% or better for undergraduate (50% for graduate) to meet the pace standard required for FA SAP.

- **Example**: To meet the quantitative SAP measure, an undergraduate student who has attempted a total of 40.5 credits must successfully complete at least 27.0 credits to demonstrate a steady progress toward earning a degree. This means the student would have to successfully complete at least 6 of the 9 courses attempted.
Which grades are included or not included in the pace calculation?
Attempted credits for undergraduate and graduate levels consist of courses in which a grade of “A”, “B”, “C”, “D”, “F”, “F*”, “R”, WF” or “WP” is earned. Attempted credits for all levels do not consist of courses in which a status of “W”, “X”, “NS”, “I” or “IP” is noted on the transcript.

Are transfer credits calculated in SAP calculations?
Transfer credits applicable to the program the student is enrolled in are not included in the qualitative standard, but are included in the quantitative standard both as hours attempted and as hours completed.

How are 090 classes calculated with SAP?
Developmental or 090 classes are not calculated for either Academic or Financial Aid SAP.

Because FA SAP uses both a qualitative and quantitative measurement and Academic SAP only uses a qualitative measurement, does this mean a student can have a good standing academically but still be suspended from receiving federal financial aid?
Yes, a student could satisfy qualitative GPA requirements but fail to meet the pace standard required for federal financial aid eligibility.

Why am I considered not to be making Satisfactory Academic Progress (SAP) when I have no failing grades? I was advised to drop the class rather than receive a low grade.
Even though dropping a class may help your GPA, the SAP policy considers courses dropped with a “WP” as “attempted but not successfully completed”. You are only negatively affected if the total number of courses you drop places you under the required 66.67% completion rate (or 50% for graduate students).

How is my SAP status affected if I drop a class at different points in the quarter?

<table>
<thead>
<tr>
<th>Timing of Drop</th>
<th>Grade</th>
<th>Impact on Quantitative and Qualitative Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to census date</td>
<td>W</td>
<td>Not included in the calculation of either standard</td>
</tr>
<tr>
<td>Between census date and date to withdraw without academic penalty</td>
<td>WP</td>
<td>Included in the quantitative pace standard but it is not included in the qualitative grade point standard</td>
</tr>
<tr>
<td>After the date to withdraw without academic penalty</td>
<td>WF</td>
<td>Included in both quantitative pace standard and qualitative grade point standard</td>
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</tbody>
</table>

If I’m approved academically, does that mean my whole appeal is approved?
An approved academic appeal allows you to continue enrollment. It does not approve your eligibility for federal financial aid. This means you will be academically approved to attend classes using other non-financial aid methods of payment. Eligibility to use federal financial aid as your method of payment requires a separate FA SAP approval process through Student Financial Services (SFS).

If I’m only FA suspended, why do I have to complete an appeal form?
The SAP appeal form is required for both Academic and Financial Aid appeals. If you are utilizing federal financial aid as a method of payment and are appealing the FA suspension, the SAP appeal form, required documentation and completed/signed Academic Recovery Plan are still needed. If not utilizing federal financial aid and you are not academically suspended, a SAP appeal would not be required.
Can I enroll in classes before I appeal?
It is preferable that you wait to enroll until your appeal has been approved by a Dean of Advising. Once approved, your Dean of Advising will review the classes and grades needed with you based upon your Academic Recovery Plan and enroll you in the appropriate classes.

What happens if my appeal is denied academically and/or financially?
If the Dean of Advising determines that you do not have a reasonable chance of academic success, the Dean of Advising will notify you of the determination in writing and withdraw you from any current/future courses. Only a Dean of Advising can re-enroll a suspended student.

If the appeal is academically approved but the FA SAP appeal is denied, you may continue enrollment but you must use a non-financial aid method of payment until you achieve a Satisfactory Academic Progress status and regain federal financial aid eligibility. Student Financial Services (SFS) can provide more information regarding non-financial aid payment options.

Who is reviewing my academic appeal? Who is reviewing my financial appeal?
Academic appeals are reviewed by a Dean of Advising. Financial Aid appeals are reviewed by Student Financial Services (SFS).

Why can’t I appeal if I’m still enrolled in classes for the current quarter?
Your SAP status is re-calculated after final grades are posted. Therefore, any grade you earn for the current quarter must be re-calculated into your SAP status in order to determine your appropriate status.

How long does it take to review the academic and financial aid appeal?
Each appeal submission is evaluated on a case-by-case basis. Once an academic appeal is submitted, it takes up to 48 business hours for the first review of the academic appeal. The approximate time it takes to review an FA SAP appeal is up to 14 days (per submission). To avoid delays, double-check your appeal package before submitting to ensure that all requirements have been satisfied.

How can I check my financial aid appeal status or find out if I need anything else?
You can check for outstanding document requirements, determine where documentation is in the review process or send messages to the FA team by accessing your financial aid student portal page as follows:

- Log in to iCampus and navigate to Financial Aid & Support and select Financial Aid.
- Select either the red ‘View Financial Aid’ option or ‘Box 3 - Click here to view your award status and upload additional documentation needed.’

Why do I have to provide documentation for a financial aid appeal?
Federal financial aid recipients must meet eligibility requirements including maintaining satisfactory academic progress. A SAP appeal is a request to over-ride the University’s SAP policy and impacts the student’s federal financial aid eligibility. Documentation of the extenuating circumstances is needed in order to validate the appeal by showing a link between the extenuating circumstances and the poor academic performance. The student’s circumstances are evaluated to ensure that the student has the
ability to achieve satisfactory academic progress and that continued enrollment is in the best interest of the student.

**Why do I have to type my response on the professional judgment form?**
You are submitting a request for your SAP status to be reconsidered. Your appeal should be submitted in a professional format that can be easily read by each reviewer. The statement should have correct grammar, spelling, and punctuation and should be written in a professional manner. The SAP appeal form provides an area for you to type your response in order to assist you with the submission.

**Why do I have to wet sign the appeal form but I can use DocuSign for the ARP?**
The SAP Appeal form is used for both an academic and financial aid appeal. Financial aid documents currently require ‘wet’ or hand-signature in order to be valid. Therefore, in order to remain in compliance with Title IV regulations, the SAP appeal form cannot be electronically signed. Other non-financial aid documents, such as the Academic Recovery Plan, can be electronically signed.

**How is my Academic Recovery Plan (ARP) determined?**
The ARP allows the Dean of Advising to enter courses you need to take in the recovery plan section ‘Required Coursework’ and will automatically recalculate after each course illustrating when the student will return to good standing.

**Can I change a class on my Academic Recovery Plan?**
If you do not take the courses listed on the plan, you risk not being recoverable. Prior to signing your ARP, please confirm that the modality (online or on-campus) of each course works for you. If you need to change only the modality, please reach out to your Dean of Advising. If you have concerns about the courses listed, you will need to contact the Dean of Advising who created your Academic Recovery Plan as they are the only employee who can change the classes on the plan.

**How will my FA SAP appeal be evaluated?**
Several factors are considered in the review of SAP appeals. A few are as follows:
- Has the student exceeded his or her appeal attempts? Students are allowed to appeal their FA SAP status twice during a career level (i.e. twice as an undergraduate and twice as a graduate).
- Does the appeal thoroughly explain and detail the student's special circumstances?
- Does the documentation coincide with the circumstances and the warning/suspension timeframe?
- Are the circumstances beyond the student's control?
- What has changed to allow the student to meet the SAP standards going forward?
- Is the academic plan realistic? Is the student recoverable?
- Does the student demonstrate a determination to complete his/her degree?

**My enrollment has dropped off, what do I do? Who should I contact?**
You can reach out to a Dean of Advising to re-enroll for classes that have been dropped. Please keep in mind that enrolled classes are initially placed in a temporary enrollment status. Classes can be finalized by establishing a valid method of payment within 7 days or the classes will be dropped.
If my final grades raise my GPA, but the grades do not adhere exactly to the ARP, is this okay? As long as the final grades received allow you to meet SAP requirements, the grades would be considered acceptable. The ARP simply shows the minimal requirements for a student to meet SAP.

What if my appeal was approved and my final grades are in line with my Academic Recovery Plan to meet satisfactory SAP requirements? What if I fail to meet satisfactory SAP requirements? A student’s status changes from suspension to probation upon approval of the student’s academic recovery plan. If the student’s cumulative GPA meets satisfactory SAP requirements at the end of the probation period, which is two quarters, then the student returns to a satisfactory academic standing.

If the student’s cumulative GPA remains below SAP standards at the end of the probation period, then the student returns to a suspended academic standing. A suspended student is disqualified from enrolling at the University and must wait one calendar year after the end of the quarter in which the student became suspended to apply for readmission.

Where can I find more information on SAP? More information regarding SAP measurements can be found in the Student Handbook, which is available online at https://icampus.strayer.edu. For additional information about federal student aid programs, please see the "Financial Assistance" page of the University's web site, https://icampus.strayer.edu or the Department of Education’s website, www.studentaid.ed.gov.