



# Ozarka College

*Providing life-changing experiences through education.*

## Staying Eligible for Financial Aid: What You **MUST** Know

Federal regulations require the college to establish and apply reasonable standards of Satisfactory Academic Progress (SAP) for the purpose of awarding financial assistance under all programs authorized by Title IV of the Higher Education Act (**including Pell Grants, Student Loans, and Federal Work Study programs**). The standards must demonstrate that students are progressing in their programs at a satisfactory pace.

(Note: The complete SAP Policy can be viewed at [https://www.ozarka.edu/finaid/file\\_display.cfm?form=FO](https://www.ozarka.edu/finaid/file_display.cfm?form=FO))

The College will conduct a review of each student's academic progress at the end of each payment period: Summer I, Summer II, Fall, and Spring terms to determine whether or not a student is eligible to continue receiving Federal Aid.

**QUALITY OF WORK STANDARD:** Students must successfully complete **(grade of C or better)** at least **67% of all hours attempted** during each evaluation period, plus maintain a minimum overall AND semester **grade point average of 2.0**.

### EXAMPLE:

Attempted Hours	Minimum Successfully Completed Hours to Meet SAP Standards
3	2
6	4
9	6
12	8
15	10

**PACE STANDARD:** In addition, students who have not completed a program by the time they have attempted **1.5 times the credit hours required** to complete **will lose eligibility** for further Federal Aid on that program.

### EXAMPLE:

Hours Required to Complete a Program	Maximum <u>Attempted</u> Hours that Federal Aid Will Cover (150% of Hours Required)
30	45
52	78
60	90
66	99

## If SAP Standards Are Not Met: Financial Aid Eligibility Status Changes

Failure to meet the standards set forth in the SAP policy will result in changes to a student's eligibility to receive financial aid as follows:

**Financial Aid Warning:** After a first unsuccessful semester, the student is placed on financial aid warning. He/she may continue to receive assistance under the Title IV, HEA programs for one payment period.

**Financial Aid Suspension:** If a student on Financial Aid Warning fails to meet the standards set forth in the SAP policy, the student is then placed on Financial Aid Suspension and will lose eligibility to receive financial aid. (*See Appeal Process below.*)

**Financial Aid Probation:** Once a student re-establishes eligibility to receive financial aid, he/she is placed on a financial aid probation semester. At the end of the probation semester, the student is expected to meet the SAP standards. Failure to achieve the SAP standard will result in a Suspension status, and the student must self-pay or win an appeal.

## Financial Aid Suspension Appeal Process

Circumstances beyond a student's control may have prevented a student's successful completion. For those circumstances, the College has established a financial aid appeal process which is outlined in the policy below.

### **Student Responsibility**

Students removed from financial aid eligibility may file an appeal with the Financial Aid Officer. The completed appeal must be in writing, and extenuating circumstances must be well documented. The completed appeal should be filed **NO LATER than the last Wednesday before the new semester begins**.

The application for appeal should include **ALL** the items listed below:

- Clearly identify the extenuating circumstances causing the student to fail to meet the SAP policy for the term(s) in question.
- Provide documentation that helps to validate the appeal.
- Include a personal statement explaining what has changed in the student's situation that will allow the student to demonstrate SAP at the next evaluation.
- Include an advisor approved and signed academic plan.

The Suspension Appeal Form ([https://www.ozarka.edu/finaid/file\\_display.cfm?form=FO](https://www.ozarka.edu/finaid/file_display.cfm?form=FO)) and all required and supporting documentation must be submitted to the Financial Aid office **NO LATER than the last Wednesday before the new semester begins**.