Satisfactory Academic Progress (SAP) Policy

SUMMARY

New Policy Effective Beginning Fall 2012 Due to Change in Federal Regulations

Definition of enrollment statuses:

Eligible students who are progressing academically will receive funding based on defined enrollment statuses. The following enrollment statuses apply to Fall, Spring and Summer. Full Time: 12 or more units, Three quarter time: 9 – 11.5 units, Half-Time: 6 – 8.5 units, Less than half-time: .5 – 5.5 units.

Academic Standards: In order to satisfy SAP requirements, financial aid applicants must:

1. Earn minimum cumulative GPA of at least 2.0 at the end of each term.

2. Meet Pace of Progression

Students must receive satisfactory grades in 67% of units attempted each term and on a cumulative basis. This calculation is performed by dividing the total number of successfully completed units by the total number of units attempted, each term.

Definition of course completion:

Successful course completion is defined as, final grades of A, B, C, D, P (Pass), I (Incomplete). Unsuccessful course completion is defined as, final grades of F, W (Withdrawal), NP (No Pass).

Example: Student attempted 12 units in one term, and successfully completed 8 units. To calculate the percentage completed: Divide 8 (units completed) by 12 (units attempted). This indicates student completed 66.67% of courses attempted, which is less than 67%. To have met 67% requirement, the student needed to have completed 8.5 units, which is 70.83%.

3. Maximum timeframe:

General Ed for Transfer: Students must complete their Transfer program by the time they have attempted 90 units.

Associate Degree: Students must complete their Associate Degree by the time they have attempted 90 units.

Certificates of at least 16 units: Students must complete their Certificates by the time they have attempted 45 units.

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For more information, see the complete “SAP Policy” online at: http://www.gavilan.edu/finaid/sap/documents/SatisfactoryAcademicProgress_Policy.pdf