Southwestern Oklahoma State University

Satisfactory Academic Progress (S.A.P.) Policy

Revised fall 2009

Students must maintain Satisfactory Academic Progress towards a degree as stipulated in the chart below to receive financial aid at SWOSU from the following programs: Federal Pell Grant, Federal SEOG, Federal Work Study, Oklahoma Tuition Aid Grant (OTAG), Federal Subsidized Stafford Loan, Federal Unsubsidized Stafford Loan and Federal Parent PLUS Loan, SMART Grant and ACG Grant.

	Undergraduate Classes		**Graduate Classes**
Total Hours Attempted from All Institutions	**1 - 30**	**31 - up**	**All**
Minimum Retention G.P.A.	1.70	2.00	3.00
Minimum % of Total Hours Successfully Completed	66%	66%	66%
Maximum Total Hours Attempted Allowed for Earning a Degree (Additional Undergrad. Work maximum includes all undergraduate hours. For Pharmacy, students must be *accepted and enrolled* in the Pharmacy program. Students must be *accepted* into a graduate program to receive aid for grad. hours.)	**100 - Associate Degree** 129 - 2nd Assoc. Degree **186 - Bachelor Degree** 240 - Additional Undergrad. Work 295 - Accepted Pharm. Doc. Majors		**48 - 1st Masters Degree** 66 - 2nd Masters including 48 for 1st Masters

S.A.P. EVALUATION

1. S.A.P. is calculated annually after the spring semester or when aid is first awarded for the year. For students on financial aid probation, suspension or on appeal it is also checked at the end of each term.
2. FINANCIAL AID PROBATION will be required for any students not meeting the requirements shown above. This is a warning status and students on probation may continue to receive financial aid.
3. FINANCIAL AID SUSPENSION will be required for any students on probation who do not meet the requirements shown above. Students cannot receive funds from the aid programs listed above while suspended. (See Appeals)
4. Rules are applied uniformly to all students whether or not aid has been received previously.
5. Eligibility is reestablished after the student improves their scholastic record to meet the minimum standards.

TRANSFER and Returning STUDENTS

1. Transfer students must submit all prior transcripts and have hours put online by the registrar before eligibility can be determined.
2. Transfer and returning students who do not meet the conditions explained above are entered on financial aid suspension.
3. Students who left SWOSU on probation and return after non-attendance are considered to be on financial aid probation when they return.
4. Students who leave SWOSU in good academic standing and return after a period of non attendance are considered to be on financial aid probation.

GRADES

1. For financial aid purposes, all grades of A, B, C, D, S, P, F, W, WP, WF, I, N, X and U are hours attempted.
2. Only grades of A, B, C, D, S, P and N are counted as hours successfully completed. CLEP classes count as hours attempted and completed. They have no grades assigned.
3. Audit classes are not eligible for financial aid and are not counted as Hours Attempted.
4. All classes attempted at all institutions are used in S.A.P. calculations.
5. SMART Grant recipients are required to have 3.0 g.p.a., evaluated each semester.
6. ACG Grant recipients are required to maintain 3.0 g.p.a., evaluated at the end of the academic year.

APPEALS

1. Financial aid suspension may be appealed. The student must submit a typed letter to the Dean of Students at the Weatherford campus or Student Financial Services Officer at Sayre. Appeals must explain in detail why the student failed to meet the minimum academic standards, what mitigating circumstances caused the failure and how their situation has improved.
2. Students must submit a copy of their suspension letter along with their appeal letter.
3. The appeals committee will make a written response available to be picked up by the student where they turned in the appeal.
4. Students must meet all conditions of appeal approval in order to continue receiving aid until they regain full eligibility.
5. All decisions of the appeals committee are final.

STUDENT RESPONSIBILITY

Students are held responsible for knowing S.A.P. eligibility criteria and their status at the end of each semester. If questions arise, contact the Office of Student Financial Services. NOTE: The hours attempted shown on your grade record do not include withdrawals. To properly monitor your S.A.P. progress, manually count all credit hours earned and divide by the hours attempted on your academic record.

Office of Student Financial Services
100 Campus Dr. Weatherford, OK 73096 (580) 774-3786 FAX: (580) 774-7066