



## Satisfactory Academic Progress

### I. Full-time Students

To be eligible for full benefits of Federal Title IV funds, undergraduate recipients of financial aid must enroll for a minimum of 12 credits of classes during each semester that aid is received. All students are required to have a cumulative grade point average of 2.0 or higher (C average) in order to graduate from Cedarville University. The following academic requirements would be appropriate in achieving this goal by “carrying to completion” the required credit hours. In order to meet academic progress standards, students must complete a minimum number of credit hours based on percentage of work to be completed and maintain a minimum cumulative grade point average consistent with the requirements for graduation. The following table illustrates the academic progress policy:

Hours Attempted	1–30.99	31–60.99	61–90.99	91+
Completed vs. Attempted (percent)	65%	70%	75%	80%
Completed vs. Attempted (credits/year)	21	22	24	26
Minimum cumulative GPA requirement	1.70	1.90	2.00	2.00

Satisfactory academic progress means that first-time students must, after a reasonable probationary period not to exceed one semester, have registered the minimum cumulative grade point average each semester thereafter as indicated above. In addition, these students must complete 65% of attempted coursework the first academic year, 70% the second year, 75% the third year, and 80% the fourth year.

*Note: Academic progress is measured at the end of each academic term. (Satisfactory progress for summer course work will be evaluated at the end of the fall semester when fall term academic progress is evaluated.) It is assumed that the majority of students will graduate in the normal time frame. However, no student may continue more than six years as a full-time student in order to complete his/her academic program. Regardless of the credit hours a full-time student attempts and received aid for (which cannot exceed 192), the student must complete the percentage of work attempted and have the appropriate cumulative grade point average as stipulated above.*

Aid recipients who fail to complete the required percentage of work attempted as listed above during the applicable semester and/or do not meet the minimum cumulative grade point requirements each semester will be considered as not making satisfactory academic progress. These students will be subject to having their federal aid discontinued unless there are mitigating circumstances that may affect a student’s academic progress.

Students who withdraw from all courses during any semester will be encouraged to confer with financial aid. If permitted to continue, students who withdraw from all courses during each semester for two consecutive semesters will be considered as not making satisfactory academic progress and will be discontinued from receiving federal financial aid.

In conjunction with and in addition to the academic policy listed in the University catalog, the grading marks F, I, W, WF, WP, and Z will not be considered as successful completion of courses attempted. The attempt of these courses will be considered in quantitative (percent completion) analysis of SAP but not the qualitative (GPA) analysis. The Incomplete (I) grades will be considered into the qualitative (GPA) analysis when completed according to the provisions in the University catalog. When an incomplete grade changes to another grade notation, that change will be picked up in the next SAP review.

Repeat course credits earned are averaged into the cumulative grade point averages; however, credit hours are counted only once toward graduation requirement, but both attempts toward the percent of completion calculation.

Credit hours in which a “CR” has been earned count toward total graduation requirements but are not used in the computation of grade point averages. Non-credit hours for which a “NC” has been earned are not used in the computation of grade point averages.

Audit classes (AU) do not constitute hours attempted or completed.

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## II. Part-time Students

Students who enroll for less than 12 credit hours are considered part time and will receive proportionately less financial aid than a full-time student as dictated by lower school costs and federal regulations. Similar academic progress requirements for full-time apply to part-time enrollment on a proportional basis. Financial aid (except the Federal Pell Grant) will not be awarded to students who enroll for fewer than six credits per semester (half-time).

## III. Transfer Students

Transfer students who have never attended Cedarville University will be treated as new students in regard to the probationary period (one semester). The transfer credits plus the credits received at Cedarville University will be used for the percent of completion measurement; however, only the cumulative grade point average earned at Cedarville will be the evaluating factor to determine if progress is being made, based on the current satisfactory academic progress policy.

## IV. How to Re-establish Eligibility

When a student is denied aid because of lack of academic progress, additional courses at Cedarville University must be taken at the student's own expense. This will be necessary until the minimum cumulative grade point average and the percentage of completion requirements meet the academic progress criterion. In all cases, each student, upon completion of these requirements, must schedule an appointment with the assistant director of financial aid to determine his or her future eligibility for federal assistance.

## V. Method for Appeal

Students who have been denied federal aid due to unsatisfactory academic progress have the right to appeal and can do so by a written request to the assistant director of financial aid. All appeals must include substantive reasons for failure to comply with this policy.

Appeal form is available at [cedarville.edu/finaidforms](http://cedarville.edu/finaidforms) under "Satisfactory Academic Progress Standards."

*The assistant director of financial aid along with the appeal committee will review the appeal, and the assistant director will respond by letter with either an approval or rejection of the student's appeal. On an individual basis, future progress requirements may be placed on a student whose appeal is approved. If the appeal is approved, the student's financial aid will be reinstated for the term.*

*If necessary, further appeals may be made to the vice president for enrollment management.*