Effective May 4, 2011 – May 1, 2012

WINTHROP UNIVERSITY
OFFICE of FINANCIAL AID
Division of Finance and Business

Satisfactory Academic Progress Standards
To Receive Financial Aid

All institutions of higher education must measure students’ academic progress toward graduation as required for participation in the Federal Title IV student aid programs. These programs include Pell, Supplemental Education Opportunity and TEACH Grants; Work-Study; and Perkins, Direct Student and PLUS (Graduate/Parent) Loans.

Types of Measurement

Academic progress for financial aid must be measured by both qualitative and quantitative standards. Qualitative measurement refers to grade point average. Quantitative refers to the percentage of hours earned over a period of time. Students who fail to meet either the qualitative or quantitative standards of satisfactory academic progress are ineligible to receive federal student aid.

Qualitative (Grade Point Average)

Winthrop’s qualitative measure is consistent with the University’s determination of undergraduate students’ academic eligibility according to the eligibility schedule published in the Academic Regulations section of the Undergraduate Catalog:

<table>
<thead>
<tr>
<th>Class</th>
<th>Cumulative Hours Earned</th>
<th>Minimum Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0 to 23</td>
<td>1.75</td>
</tr>
<tr>
<td>Sophomore</td>
<td>24 to 53</td>
<td>1.85</td>
</tr>
<tr>
<td>Junior</td>
<td>54 to 86</td>
<td>2.0</td>
</tr>
<tr>
<td>Senior</td>
<td>87 or more</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Undergraduate students eligible to continue enrollment at Winthrop are deemed to be making satisfactory academic progress so long as the student also meets the quantitative standards.

Graduate students are considered to be making satisfactory academic progress by qualitative standards as long as the student meets the Graduate School’s academic requirements for continued enrollment.

Quantitative (Hours Earned)

The quantitative measurement consists of two parts: Maximum time frame (total hours attempted) and percentage of hours earned out of hours attempted.

**Maximum Time Frame:** Students must complete a first baccalaureate degree within 150% of the published time to complete the degree program. Therefore, students who attempt more than 186 semester hours have met the maximum time frame for obtaining a first baccalaureate degree at Winthrop and are, therefore, not considered to be making satisfactory academic progress. Total hours attempted include hours attempted at Winthrop plus hours accepted for transfer from other institutions.
Graduate students must complete coursework within the time limit established for degree-granting purposes as published in the graduate catalog.

**Percentage of Hours Earned:** Students must cumulatively earn 66.67% (two-thirds) of all hours attempted to make sufficient progress toward their first baccalaureate degree within the maximum time frame stated above.

The percentage of hours earned is determined by dividing the total number of hours earned by the total number of hours attempted. The resulting percentage must equal or exceed 66.67 for a student to be considered making satisfactory academic progress.

**Transfer Hours:** Credit hours from another institution that are accepted toward a student’s degree program are counted as both attempted and earned hours when calculating the percentage of hours earned.

To ensure progression toward a degree, graduate students must also earn 66.67% of all attempted hours.

**Repetitions, Withdrawals and Incomplete Grades**

*Repeating courses:* In accordance with Winthrop’s academic policy, students are allowed to repeat courses under certain conditions. The grade earned in the original course is excluded from calculation of the cumulative grade point average and is replaced with the grade earned in the repeated course. However, the credit hours of the original course and the repeated course will both count in the student’s attempted hours for calculation of percentage of hours earned.

*Withdrawal and incomplete grades:* Credit hours where “N” grades were assigned for withdrawal beyond the drop/add period and credit hours for courses where incomplete, “I”, grades were assigned will count in the student’s attempted hours for calculation of percentage of hours earned.

**Frequency of Measurement**

Winthrop University evaluates a student’s academic progress annually at the conclusion of the spring term. Students who do not demonstrate satisfactory academic progress, or who fail to meet the provisional status requirement, will be ineligible for financial aid for subsequent semesters until satisfactory progress has been achieved.

**Financial Aid Provisional Status to Receive Aid**

An undergraduate student who fails to earn 66.67% of hours attempted will be allowed to receive aid for the upcoming academic year (fall, spring and the summer preceding) provided that the students meets one of the following requirements upon the annual assessment of satisfactory academic progress as noted in the Frequency of Measurement section above:

- 24 hours earned during the most recently completed academic year, or
- At least 12 hours earned during the most recently completed semester, or

For graduate students, minimum required earned hours are 12 for the most recently completed academic year and 6 for the most recently completed semester.
Effective May 4, 2011 – May 1, 2012

Notification of Satisfactory Academic Progress

After spring grades are posted, satisfactory academic progress is determined for all students. Students who are determined to be making insufficient academic progress are then notified in writing.

Appeal Process

Students who have been notified of insufficient academic progress may file an appeal if the student has experienced extenuating circumstances that interfered with his/her ability to meet the minimum satisfactory academic progress standards. Extenuating circumstances include situations beyond the student’s control, such as student illness or immediate family illness or death. Similar unusual circumstances that may have created undue difficulties may be cited.

Appeals must be submitted in writing to the Office of Financial Aid. **Documentation must accompany all appeals.** An **Appeal Request for Satisfactory Academic Progress** form is available from the “Forms Online” link on the financial aid Web site at www.winthrop.edu/finaid.

Students who have met or exceeded the maximum 186 attempted hours for a first baccalaureate degree may also file an appeal. The appeal must be based on admission to a second-undergraduate program or change in major during enrollment (creating additional hour requirement beyond the typical needed for graduation).

Please note that filing an appeal does not guarantee eligibility for federal student aid. Approval of the appeal is determined by the Office of Financial Aid and is contingent upon sufficient documentation of the student’s circumstances. Students will be notified of the outcome of the appeal and, if approved, the academic conditions of approval.

Financial Aid Probation

A student whose appeal is approved due to extenuating circumstances may receive aid under a **probationary status** for one term only. At the end of the probationary term, the student’s academic progress will be reviewed to determine whether the student satisfactorily met the conditions of the appeal approval. Failure to meet the conditions by the end of the probationary term will result in a termination of eligibility for student aid until the student has regained eligibility by meeting the requirements discussed in the Regaining Satisfactory Academic Progress section below.

**Academic plan:** Appeal approvals most often will require the student to meet certain minimal academic conditions as determined on a case-by-case basis; this is called an **academic plan.** The student’s academic plan may include a minimum grade point average requirement and/or earned credit hour requirement to ensure the student is on track to regaining satisfactory academic progress.

Regaining Satisfactory Academic Progress

Students who are ineligible to receive financial aid due to insufficient academic progress and who cannot document extenuating circumstances may regain eligibility by meeting the qualitative and quantitative requirements outlined in this policy. The student is responsible for reporting a change in status to the Office of Financial Aid should grade changes cause the student to regain satisfactory academic progress.

Upon annual review, any student formerly ineligible for aid due to insufficient academic progress will regain eligibility for federal student aid once the student has been determined to be meeting both qualitative and quantitative standards.