

Office of Financial Aid
Winthrop University
Division of Access and Enrollment Management

**Satisfactory Academic Progress Standards
for CTP Program/Winthrop Think College (WTC)
To Receive Financial Aid**

All institutions of higher education must measure students' academic progress toward completion as required for participation in the Federal Title IV student aid programs and state need-based program. For Winthrop's WTC students these programs include: Pell, Supplemental Education Opportunity Grant (SEOG), Work-Study, and South Carolina Grant.

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 standards published in the *Academic Regulations* section of the Undergraduate Catalog. Since all WTC participate in traditional courses (for credit or audit), internship experiences, and special topics courses is graded, GPA is used to determine academic progress. WTC students must **maintain a minimum 2.0 cumulative GPA**. Students who do not have a minimum 2.0 cumulative GPA can still meet the qualitative measure by achieving at least a 2.0 term Winthrop GPA in the most recently completed term.

WTC students meeting the qualitative standards, who are eligible to continue enrollment at Winthrop and in the WTC program, are deemed to be making satisfactory academic progress so long as the student also meets the quantitative standards.

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 the WTC program within 150% of the published time to complete the WTC program. Therefore, students in the standard 2-year program who attempt more than 72 semester hours have met the maximum time frame for completing the WTC program at Winthrop and are, therefore, not considered to be making satisfactory academic progress. Students in the advanced 4-year program who attempt more than 144 semester hours have met the maximum time frame for completing the WTC program 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.

Percentage of Hours Earned: Students must cumulatively earn 66.67% (two-thirds) of all hours attempted to make sufficient progress toward completing the WTC program 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. Total hours attempted include hours attempted at Winthrop plus hours accepted for transfer from other institutions. The resulting percentage must equal or exceed 66.67 for a student to be considered making satisfactory academic progress.

For students where we can determine that a withdrawal (official or unofficial) due to COVID-19 pandemic meets the reasons allowed by the federal Department of Education, we will exclude non-passed coursework from the quantitative calculation (undergraduate and graduate students). Also, we will exclude non-passed classes in spring 2020 due to the closing of Winthrop campus in March 2020.

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

The WTC program evaluates a student's academic progress at the conclusion of each term during advising sessions with each WTC student. The WTC program will provide the Office of Financial Aid with the satisfactory academic progress status for each WTC student at the end of each term. Students who do not demonstrate satisfactory academic progress, or who fail to meet the provisional status requirement, will be ineligible for financial aid in subsequent semesters until satisfactory progress has been achieved.

Notification of Satisfactory Academic Progress

Students who are determined to be making insufficient academic progress will be notified by their WTC advisor. The Office of Financial Aid or WTC program will also provide notification in writing to those who are making insufficient academic progress.

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.

Appeals must be submitted in writing to the Office of Financial Aid. **Documentation must accompany all appeals.** A *Satisfactory Academic Progress Appeal* 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 attempted hours the WTC program may also file an appeal.

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 WTC program 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 Warning

A student who has just completed his/her first term at Winthrop University and is not making academic progress may be granted a financial aid warning for one term only. Student will remain eligible for financial aid for during the warning term. At the end of the warning term, the student's academic progress will be reviewed to determine if student is now making academic progress. Failure to meet satisfactory academic progress standards will result in a termination of eligibility for financial aid until the student has regained eligibility by meeting the requirements discussed in the Regaining Satisfactory Academic Progress section below.

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 and WTC program should grade changes cause the student to regain satisfactory academic progress.

Students who are ineligible to receive financial aid due to insufficient academic progress and who cannot document extenuating circumstances may be able to regain eligibility by completing a sufficient number of credits to demonstrate academic progress is being made. The number of credits needed would be determined on a case-by-case basis by the Office of Financial Aid.

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