



Charles R. Drew University
Satisfactory Academic Progress (SAP) – Summary of Standards and Practices

To be eligible for Federal Financial Aid funds at Charles Drew University, a student must be making satisfactory academic progress toward a degree or certificate. In order to maintain eligibility for funds, students must maintain both quantitative (number of credit hours), and qualitative (grade point average) standings.

Financial Aid Satisfactory Academic Progress is defined as:

1. Maintaining a 2.0 (3.0 for Graduate students) cumulative Grade Point Average (GPA) or higher (a qualitative measure).
2. Successfully completing at least 67% of the course load (credit hours) taken in a semester (a quantitative measure). Successful completion of a class or course is defined as earning a grade of A, B, C, or D. Unsuccessful grades are W, F, I, or RD.
3. Completion of a program of study within 150% of the average published program length.

Failure to meet ANY of the above standards will result in a student being placed on financial aid probation or suspension. Please see below for more detailed information.

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| When is Academic Progress Evaluated? | A student’s satisfactory academic progress is evaluated at the end of each semester (i.e., fall, spring, or summer semesters). | | | | | | | | | | |
| GPA Requirements | All students must maintain a cumulative GPA of 2.0 (3.0 for Graduate students) or higher. Failure to meet this requirement will result in either Financial Aid probation or a SUSPENSION notice being issued. If a student who was on probation status fails to meet the standards, they will be placed on financial aid suspension and will stay on suspension until a 2.0 (3.0 for Graduate students) cumulative GPA is achieved. | | | | | | | | | | |
| Course Completion Requirements | A minimum of 67% of the credit hours taken must be earned. For example: <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>If you enroll for:</u></td> <td style="text-align: center;"><u>You must complete:</u></td> </tr> <tr> <td style="text-align: center;">15 credit hours</td> <td style="text-align: center;">10 credit hours</td> </tr> <tr> <td style="text-align: center;">12 credit hours</td> <td style="text-align: center;">8 credit hours</td> </tr> <tr> <td style="text-align: center;">9 credit hours</td> <td style="text-align: center;">6 credit hours</td> </tr> <tr> <td style="text-align: center;">6 credit hours</td> <td style="text-align: center;">4 credit hours</td> </tr> </table> <p align="center">An F will not count as a completed course, but it will be calculated in the semester GPA.</p> | <u>If you enroll for:</u> | <u>You must complete:</u> | 15 credit hours | 10 credit hours | 12 credit hours | 8 credit hours | 9 credit hours | 6 credit hours | 6 credit hours | 4 credit hours |
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| 15 credit hours | 10 credit hours | | | | | | | | | | |
| 12 credit hours | 8 credit hours | | | | | | | | | | |
| 9 credit hours | 6 credit hours | | | | | | | | | | |
| 6 credit hours | 4 credit hours | | | | | | | | | | |
| An Example: | Student is awarded funds for 12 credit hours for the fall semester: <ol style="list-style-type: none"> 1. He or she must complete 8 credit hours and maintain a 2.0 GPA to be making satisfactory academic progress. 2. If the student completes only 6 credit hours and maintains a cumulative GPA of at least 2.0, he or she would be placed on financial aid probation or suspension if a prior probation has been issued. To re-establish eligibility, the student must enroll, and successfully complete the required credits for the semester and a cumulative GPA of 2.0 or better at his or her own expense. 3. If the student completes all 12 credit hours, but the cumulative GPA is less than a 2.0, he or she would be placed on financial aid probation or suspension if a prior probation has been issued. To re-establish eligibility, the student must enroll, and successfully complete the required credits for the semester and a cumulative GPA of 2.0 or better at his or her own expense. | | | | | | | | | | |
| Complete Withdrawal: Automatic Suspension | If during a semester a student completely withdraws from the university or receives grades of all W’s F’s, or all incompletes, he or she will be placed on automatic financial aid suspension. To re-establish eligibility, the student must enroll, and successfully complete the required credits for the semester and a cumulative GPA of 2.0 (3.0 for Graduate students) or better at his or her own expense. | | | | | | | | | | |
| Program Completion | Students cannot receive | | | | | | | | | | |



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| <p>Timeframe</p> | <p>financial assistance for periods of enrollment beyond 150% of the average published program length (to be measured by all CDU credit hours attempted), including any transfer work. Example: Life Sciences BS degree program is 129 credits. The maximum timeframe to complete the program would be 194 credits attempted.</p> <p>If you cannot complete the program within the maximum timeframe, you will no longer be eligible to receive financial assistance.</p> |
| <p>Notices</p> <p>Probation</p> <p>Suspension</p> <p>Automatic Suspension</p> | <p>Failure to meet any of the Financial Aid Satisfactory Academic Progress (SAP) standards will result in one of the following notices being issued. Please remember that all periods of enrollment must be measured, including ones where the student may not have received financial aid.</p> <p>The first time the student fails to meet any of the SAP standards will result in the probation notice being issued. Students can continue to receive financial aid while on probation.</p> <p>The suspension notice is issued the second time a student fails to meet all of the satisfactory academic progress standards, unless they meet the criteria for automatic suspension. A student placed on a suspension status may not receive further financial assistance until he or she meets the minimum standards under the Financial Aid Satisfactory Academic Progress Policy. A student who is placed on suspension has the right to submit an appeal. Please reference the appeals section below for more information.</p> <p>At the end of each semester, a review will be made to determine if a student completely withdraws, receives grades of all W's, F's, or all incompletes. These students will be automatically placed on financial aid suspension without being given a probationary notice. A student placed on a suspension status may not receive further financial assistance until he or she meets the minimum standards under the Financial Aid Satisfactory Academic Progress Policy. A student who is placed on suspension has the right to submit an appeal. Please reference the appeals section below for more information.</p> |
| <p>How to Re-Establish Eligibility</p> | <p>Students must enroll, and successfully complete the required credits for the semester and a cumulative GPA of 2.0 (3.0 for Graduate students) or better at his or her own expense.</p> <p><u>Coursework earned at other institutions cannot be considered for the purpose of removing a suspension status.</u></p> <p>Once the required hours have been completed, and the student has a cumulative GPA of 2.0 (3.0 for Graduate students) or higher, the suspension can be removed. Please contact the Financial Aid Office to request a review of the course work.</p> |
| <p>Appeals</p> | <p>A student who has been denied financial aid because of a failure to meet the Financial Aid Satisfactory Academic Progress Standards, may petition the Financial Aid Suspension Appeals Committee to consider mitigating circumstances. The student's appeal must be in writing, and supporting documentation regarding special circumstances must be provided. Student appealing the maximum timeframe (attempting more than 150% of published degree plan or having a prior degree) must attach a degree plan completed by a CDU Academic Advisor.</p> <p>Appeals will be reviewed in approximately two to three weeks after the submission of all grades for the current term. Students are responsible for all educational expenses while on SUSPENSION. The decision of the Financial Aid Suspension Appeals Committee is FINAL.</p> |