

**SAP & ACADEMIC PLANS: How is
your campus handling this?**

Satisfactory Academic Progress

Policy 34 CFR 668.34

- The policy is at least as strict as the policy the institution applies to a student who is not receiving assistance under the title IV, HEA programs
- The policy provides for consistent application of standards to all students within categories of students, *e.g.*, fulltime, part-time, undergraduate, and graduate students, and educational programs established by the institution
- GPA or other comparable assessment measured against a norm
- The pace at which a student must progress to complete the program within the maximum timeframe
- Process for Incompletes, Withdrawals, Repetitions, and transfer of credit from other schools
- Frequency of SAP evaluation

Satisfactory Academic Progress Policy 34 CFR 668.34 (cont'd)

- **SAP Warning (applicable only if school's policy places student on Financial Aid Warning)**
- **SAP Probation (applicable only if school's policy places student on Financial Aid Probation)**
- **SAP Appeal (applicable only if school's policy places student on Financial Aid Probation. Student must appeal before probation granted.)**
- **Process for Schools that evaluate SAP at the end of each payment period**
- **Process for Schools that evaluate SAP annually or less frequently than the end of each payment period**
- **SAP Notifications**

Most Common Program Review Audit Findings with SAP

per 2013 FSA Conference “Top 10 audit & program review findings”

Listed at #5

“Satisfactory Academic Progress Policy not Adequately Developed/Monitored”

- One or more missing required components in Satisfactory Academic Progress (SAP) policy
(Qualitative, pace of completion, maximum timeframe, reestablishing aid eligibility)
- Improper use of financial aid warning, appeals, probation and academic plans in SAP policy
- Failure to consistently or adequately apply SAP policy
Aid disbursed to students not meeting SAP standards
- Insufficient or missing documentation to support SAP

SAP REFERNCES & ASSISTANCE

- FSA Assessments: Students - Satisfactory Academic Progress (SAP) WWW.IFAP.ED.GOV
- FSA Handbook, Volume 1, Chapter 1

DISCUSSION

➤ **Frequency of SAP evaluation? each semester? Yearly?**

What is your process to evaluate SAP?

➤ **GPA requirements? Sliding scale?**

➤ **Different categories of students with different standards?**

DISCUSSION

- **Who makes up your appeals committee?**
- **Academic Plans: Who completes the plan at your school?**
 - How are the plans evaluated?
 - Who evaluates the plan?
 - Does anyone use a template or similar plans for all students?