

Terms and Conditions for Financial Aid Recipients

UALR Satisfactory Academic Progress (SAP) Policy

Students must make satisfactory academic progress (SAP) toward a degree to receive Title IV financial aid. At the end of each semester, your academic record is reviewed to ensure you are making good progress toward your degree.

Students must meet ***all three*** of the following *minimum* requirements for *each* term for which they receive financial aid in order to demonstrate satisfactory academic progress:

1. SUCCESSFUL COMPLETION OF 75% OF COURSE WORK ATTEMPTED

Student aid recipients must successfully complete a minimum of 75% of their course work attempted each semester. **EXAMPLE:** A student receives aid for the fall term based on 12 hours. The student is required to successfully complete a minimum of 9 hours ($12 \times 75\% = 9$) for the fall semester.

Successful completion of a course is defined as a passing grade. Grades of **W** (withdrawn), **F** (failing), **NC** (no credit), or **MG** (missing grade) **are not** considered successful completion. A grade of **I** (incomplete) is not considered to be successful completion until the course has been completed and the new grade has been officially received and recorded by the Office of Records and Registration. It is the student's responsibility to notify UALR's Office of Admissions and Financial Aid when the grade change has been completed.

2. MINIMUM GRADE POINT AVERAGE

The **cumulative** UALR Grade Point Average (GPA) will be reviewed. NOTE: Developmental classes are not computed into the student's GPA.

Minimum UALR Cumulative GPA for **Undergraduate or Law students:** **2.00**
Minimum UALR Cumulative GPA for **Graduate students:** **3.00**

3. MAXIMUM TIME FRAME

By law, a school must establish a maximum time frame in which a student is expected to finish a program. The number of hours depends on academic level:

Undergraduate -	180 attempted hours
Graduate -	90 attempted hours
Law -	120 attempted hours

Monitoring Satisfactory Academic Progress

- A student who successfully completes at least one credit hour of coursework, but fails to complete 75% of coursework with the required GPA, will be placed on **SAP PROBATION** for the next semester of enrollment at UALR.
- A student on SAP probation who successfully completes at least one credit hour of coursework, but fails to complete 75% of attempted coursework with the required GPA at the end of the probation semester, will be placed on **SAP CONDITIONAL PROBATION** for the next semester.

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Monitoring Satisfactory Academic Progress continued

- A student on SAP conditional probation status who fails to successfully complete ***all attempted hours*** for the semester with a grade of “C” or better in each course – no exceptions – will be placed on **SAP CANCELLATION** and will have all future financial aid cancelled at UALR. No financial aid will be awarded until the student has satisfactorily completed at least 9 hours at UALR and achieved the minimum required GPA. The student must notify the Office of Admissions and Financial Aid when the requirements for reinstatement of financial aid eligibility have been completed. **SAP cancellation also applies to students who have exceeded the Maximum Time Frame (see #3, MAXIMUM TIME FRAME).**

AUTOMATIC SAP CANCELLATION

Students completing a semester with a 0.00 grade point average are ***not*** making satisfactory academic progress. This includes students who ***withdraw*** from the term, as well as students who remain enrolled, but do not successfully complete ***any*** hours (Grades of all F, W, NC, I and/or MG). The student will be canceled from all further aid at UALR.

There is *no* provision for probationary status in this circumstance. No additional financial aid will be awarded until the student has satisfactorily completed at least 9 hours at UALR and achieved the minimum required GPA. The student must notify the Office of Admissions and Financial Aid when the requirements for reinstatement of financial aid eligibility have been completed.

NOTE: *Students who earn all F's and/or NC's may be required to document class attendance. If UALR does not have documentation to verify attendance in classes for that semester, all aid must be returned and the student will be responsible for any balance due.*

ACADEMIC SUSPENSION

Students who are academically suspended from the university are automatically placed on an **SAP Cancellation** status. When the student is eligible to return to UALR, the student must submit a written request for a review of his/her financial aid file to UALR Admissions and Financial Aid. A written response will be mailed in approximately one month.

SAP APPEAL PROCEDURE

Students who are placed on SAP Cancellation and have experienced extenuating circumstances may file a written appeal with the UALR Financial Aid Appeals Committee:

- If financial aid was cancelled after fall semester, appeal must be submitted **by January 10**
- If financial aid was cancelled after spring semester, appeal must be submitted **by June 1**
- If financial aid was cancelled after summer semester, appeal must be submitted **by September 1**

The Financial Aid Appeals Committee decision is final.