

Satisfactory Academic Progress Criteria for Title IV Financial Assistance Graduate Students – M.Ed.-MFA-MSL

Students receiving any financial aid must fulfill certain criteria to determine that they are in good standing and maintaining satisfactory progress in their course of study. For financial assistance purposes graduate students must maintain satisfactory academic progress defined as successful completion of at least 66.7% of their attempted courses* with a cumulative 3.0 GPA. Students must complete their degree requirements within 150% of the published time-frame for their degree program. At the end of each semester, a determination of continued eligibility for financial assistance is made. Transfer credit hours count in the total attempted/completed credit hours calculation. Incompletes and repetitions will be calculated as attempted hours in the semester in which they are graded and awarded.

SAP example:

- Earn a cumulative 3.0 GPA in 66.7 percent of all credit hours of graded coursework attempted*
- Transfer credit hours count in the total attempted/completed credit hours calculation
- Maintain a minimum cumulative Stephens grade point average of :
 - 3.0 at the end of each semester

Example 1: a first semester graduate student is taking 6 hours of graded coursework as of the first day of classes, she must earn a 3.0 in at least 4 hours of those classes at semester end. If she only earns 3 passing (3.0 or above) hours she has a 50% completion rate so she will not be making Satisfactory Academic Progress (66.7% required)

Example 2: a second semester graduate student is taking 6 hours of graded coursework as of the first day of classes in her second semester as a graduate student. Her first semester was successfully completed with 6 hours and GPA of 3.5. Second semester she had a 2.0 in all 6 hours. Combining the two semesters she has now earned 12 hours, but her cumulative GPA is 2.75, so she will not be making Satisfactory Academic Progress.

A student can fail making satisfactory academic progress in both percentage completion and cumulative GAP, or only one of the two.

Any student who fails to meet the established criteria will be placed on financial warning for one semester. Continued failure to meet the established criteria will result in financial assistance suspension and loss of all eligibility for financial assistance. In the case of a student who made satisfactory progress after the semester on financial aid warning, but in a later semester fails to meet the established criteria again, that student may receive one more semester on warning but will have her financial assistance suspended if any future semesters are below the established criteria. Students may not have two warning semesters in a row, and students will not receive more than two warning semester's total, except in the case of a special circumstance, which will be determined on a case by case basis.

In the event of loss of eligibility of financial assistance due to extenuating circumstances, the student may appeal to The Director of Financial Aid for reinstatement of financial assistance eligibility. The student must complete the Financial Assistance Appeal Statement, which is available from the Financial Aid Office, at least 14 days before the start of the next semester in which they are enrolled. Examples of extenuating circumstances, which must be documented by the student and which would be considered by

the Director of Financial Aid include, but are not limited to; the death of a relative of the student or an injury or illness of the student.

Where there are no extenuating circumstances, the student may petition for reinstatement of financial assistance eligibility when she subsequently obtains academic standing consistent with the established criteria as stated in the first paragraph of this section.

Successful course completion requirements for financial assistance eligibility will be pro-rated for transfer, three-quarter and half-time students. GPA requirements are the same for part-time students as for full-time students.

**Attempted courses are defined as the total number of hours in which you are enrolled as of the first day of classes.*