

Satisfactory Academic Progress Policy for Financial Aid

National Hispanic University's Satisfactory Academic Progress (SAP) requirements for receipt of Title IV student financial assistance comply with U.S. Department of Education regulations.

These standards are intended to establish minimum levels of advancement toward degree completion and to guard against abuse of aid programs. Academic progress requirements are reviewed each term, and adjustments are made accordingly based on qualitative and quantitative standards. Qualitative: a student must maintain a GPA of 2.0 Quantitative: a student must pass at least 70% attempted units each term.

SAP is defined, calculated and reported by the Office of Admissions and Registrar (A&R). Each semester, A&R determines SAP for all registered students and forwards reports for each student to the Office of Financial Aid and Scholarship (OFA & S) for student files. A&R also circulates a list of students on different levels of Academic Probation to certain campus departments.

The implications of Academic Probation on Financial Aid and Scholarship are as follows:

- 1) Academic Probation 1 (one semester below a 2.0 GPA and/or completing less than 70% of registered courses per semester). Federal and state grants, Student Loans and Federal Work Study are awarded. NHU scholarship renewal is based on the scholarship eligibility requirements and available of funding.
- 2) In danger of Disqualification Probation 2 (two consecutive semesters below 2.0 GPA and/or completing less than 70% of registered courses per semester). Federal and state grants, Student Loans and Federal Work Study are awarded. NHU scholarship renewal is based on the scholarship eligibility requirements and available of funding.
- 3) Disqualification (three consecutive semesters of below 2.0 GPA and/or completing 70% of registered courses per semester). Student will not receive any aid. The student may appeal to the financial aid office no later than 10 days following the notification of financial aid disqualification. If the appeal is accepted, the student must meet the requirements set forth by the written approval of the appeal. Students may not appeal the decision a second time.
- 4) Max Time Frame You will maintain financial aid eligibility for a specified period of time. Undergraduate students must complete their chosen academic program within 150 percent of the number of credit hours required for graduation or successful completion. (For example, an undergraduate student may attempt a maximum of 191 credit hours for a program requiring 127 hours for graduation.)

SAP Appeal Process

If you failed to achieve SAP because of mitigating circumstances, you may submit an appeal form with a letter of explanation with any supporting documentation attached. A student may appeal for an extension of federal aid if he/she can document that unexpected, unusual, and temporary circumstances affected his/her ability to progress at the required rate (i.e. death in the immediate family, illness, or other significant life change). In instances such as this, the student may appeal to the (OFA&S) no later than 15 calendar days following the end of the second disqualification term. Students who wish to appeal must complete the appeals form and provide supporting documentation to the (OFA&S) for review. Failure to provide supporting documentation will result in an automatic denial. If the appeal is accepted, the student must meet the requirements set forth by the written approval of the appeal. A preexisting condition (a condition or illness that you have had before the beginning any NNU program) is not cause for appeal. Students may not appeal the decision a second time.

Students who become ineligible to receive financial aid but remain in compliance with the academic progress standards for continuance in their program are not withdrawn from the program but must arrange for alternative payment with the bursar by the appropriate tuition due date. Students may be eligible for private educational loans if federal aid eligibility is lost.

Additional SAP Requirements

- 1) Minimum financial aid GPA is cumulative for the current program of study.
- 2) Financial aid attempted and completed credit requirements include transfer credits.
- 3) Financial aid attempted credits include all registered courses with the exception of courses dropped before the start of the term or during the drop period.
- 4) For course repetitions, only the most recent grade is counted in the cumulative GPA, but the credits from all attempts must be counted in the course completion rate and maximum time frame.
- 5) The maximum time frame for students who change programs without earning a degree is cumulative for all programs attempted and is measured against the maximum time frame for the current program.
- 6) Financial aid progress requirements include all terms of enrollment including periods in which the student did not receive federal aid.

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