

NMJC SATISFACTORY ACADEMIC PROGRESS POLICY

The U.S. Department of Education regulations require institutions to establish satisfactory academic progress policies for students on financial aid based on qualitative and quantitative standards. Students on financial aid must make academic progress to be eligible for continued assistance. The policy applies to all students on federal and state financial aid. Students who have already received a Bachelors Degree are not eligible for grants, and will not be eligible for other aid at NMJC due to the time frame policy.

The assessment of a student's academic progress is based on the student's entire academic record at this institution to include all attempted hours whether or not the student received financial aid for previous semesters of enrollment. Academic progress is monitored by a Qualitative (GPA) measurement as well as a Quantitative (incremental completion rate and time frame) measurement.

Qualitative Standards: Students must maintain a grade point average of at least a 2.0 average for each semester of attendance as well as cumulatively. Grade point values for financial aid eligibility are A=4, B=3, C=2, D=1, F=0. For financial aid purposes final grades of F, W, I, and AU (Audit) are not considered as satisfactory.

Quantitative Standards: Students are monitored in two areas.

1. Incremental standard. Students must complete a minimum number of credit hours each semester of enrollment as well as cumulatively. The minimum number of hours the student must complete each semester is based on the number of hours for which the student initially enrolled, and the number of hours successfully completed
2. Time frame standard. Students are expected to complete a program within **96**, or **107** nursing credit hours, which is the time frame limit for financial aid eligibility at NMJC.

Satisfactory academic progress is defined by federal regulations in conjunction with the college as obtaining and maintaining a semester and cumulative grade point average of 2.0 or better, a cumulative completion average of 70% or better and having an academic standing consistent with graduation requirements.

Academic progress is checked after each fall, spring, and summer semesters after grades are posted by the Registrars Office. Students are notified via a letter as soon as the office is aware that the student is not making satisfactory academic progress. Grades are normally received within a week or so after final grades are due. SAP (Satisfactory Academic Progress) process is run using the Banner system and rules have been set up to determine students that will be on probation, time frame (over 96 attempted hours) or off aid, meaning the student did not meet the terms of the agreement.

In cases, where a student is transferring in, the student may not be notified until after the semester has begun that he/she has exceeded the time frame limit for financial aid. Students that are applying for financial aid and are transferring in and have below a 2.0 cumulative grade point average, or less than a 70% completion average will not be placed on financial aid probation for the first semester of attendance.

FAILURE TO MAKE ACADEMIC PROGRESS

Students will be placed on Probation Status or Denial Status based on the following criteria:

Probation Status:

If a student has not made satisfactory academic progress for one semester the student will be placed on financial aid probation for the next semester of attendance. Students are still

eligible to receive financial aid the next semester of enrollment within the applicable award year.

Students on probation status or who have had their financial aid reinstated by the Financial Aid Committee may continue to receive financial aid, and may be placed on probation.

Financial Aid Suspension:

Students who do not maintain satisfactory academic progress, or do not meet the stipulations of the probation, will be changed to financial aid suspension and further financial aid will be denied. Students are required to re-establish eligibility on their own. See Financial Aid Appeal Process.

Students who are suspended from school due to poor academic progress and are approved for re-admittance by the Financial Aid Committee must complete at least 12 credit hours with a 2.0 grade point average or better at the student's expense before being considered for financial aid reinstatement.

PROBATION

Students not making satisfactory academic progress will be placed on probation for the next semester the student is attending and receiving financial aid. Probation means that the student must successfully complete all of the classes he/she enrolls in with a 2.0 GPA or better. If the student fails to meet the terms of the probation, the student will be ineligible for financial aid. The student will be required to re-establish eligibility on their own. Once the student has completed one semester on his/her own, and they have met the stipulations of probation, financial aid eligibility will be reinstated for the next semester of attendance. If the student feels there were extenuating circumstances that prevented him/her from completing the semester, an appeal for reinstatement of eligibility can be submitted.

TIME FRAME

Per federal regulations a school must set a maximum time frame limit in which a student is expected to finish a program of study. For an undergraduate program, the maximum time frame may not exceed 150% of the published length of the program. The average length of an Associate of Arts Degree, Associate of Science Degree and an Associate of Applied Science Degree was used to determine the maximum time frame of 96 credit hours and 107 nursing credit hours for financial aid at NMJC.

SAP (Satisfactory Academic Progress) information is sent out each semester and is published in the school's catalog.