

**Texas A&M University-Corpus Christi**  
**Office of Financial Assistance**  
**Satisfactory Academic Progress Policy**  
**Effective Fall 2019**

The Higher Education Act of 1965, as amended, mandates that institutions of higher education to establish policies to monitor the academic progress of students who apply and/or receive federal financial assistance. Texas A&M University-Corpus Christi (TAMUCC) makes its minimum standards applicable to all federal, state, and institutional financial aid programs for the purpose of maintaining a consistent policy for all financial aid applicants. Though this policy establishes the minimum standards for all financial aid programs at TAMUCC, an individual aid program may have unique qualitative and/or quantitative standards specific to the program as mandated by law or the program's governing entity (e.g. Texas Grant, Texas Be-On-Time Loans, Top 10% Scholarship, Academic Scholarships, Athletic Scholarships, etc.).

In order to be awarded or receive any financial aid, a student must be accepted to the University in good academic standing (i.e., no conditional admittance, etc.), be enrolled in credit courses leading toward a degree or teaching certificate, and maintain satisfactory academic progress in the course of study pursued. This policy is consistently applied to all enrollment periods regardless of whether or not the student received aid.

**MINIMUM STANDARDS OF SATISFACTORY ACADEMIC PROGRESS (SAP)**

At the end of each academic year (Spring semester), students must show satisfactory progress toward a degree or certificate based on the following elements:

1. Academic Standards
2. Maximum Frame for Degree/Certificate Completion
3. Successful Credit Hour Completion Rate

**Academic Standards – NEW\*\*\***

Students must maintain the following cumulative grade point average to retain financial aid eligibility:

**Undergraduate Students**  
**Graduate Students**

**2.0 Cumulative GPA**  
**3.0 Cumulative GPA**

**If the cumulative GPA drops below the minimum requirement, the student will no longer be eligible for financial aid.**

**Maximum Frame for Degree/certificate Completion**

The number of credit hours a student attempts may not exceed 150% of the number of credit hours required for graduation in his or her program of study, as published in the University catalog.

Students will be limited to the following number of attempted hours to complete their degree or certification program:

Undergraduate Degree/Certification Graduate Degree/Certification Doctoral Candidates

180 attempted hours  
54 attempted hours  
90 attempted hours

All periods of enrollment must be considered, even those for which the student did not receive financial aid, as well as all transfer hours and all registered hours at TAMUCC whether or not the student earned a grade or, received credit.

The following are considered hours attempted, but not completed/earned:

- a) Grades of F or NC
- b) I or incomplete
- c) W or withdrawal from courses

The following are considered hours attempted and successfully completed/earned:

- a) Grades of A, B, C, D, CR, and IP

If the number of attempted hours reaches 150% of the hours required for graduation, the student will no longer be eligible for financial aid.

### **Successful Credit Hour Completion Rate**

Students must successfully complete/earn a minimum of 67% all attempted course work. Note: All partial credit hours will be rounded down to the nearest hour.

Examples:

A.) If a student attempts (registers for) 24 credit hours in an academic year, they must complete a minimum of 18 credit hours ( $24 \times 67\% = 16$ ) in order to make SAP for the year.

B.) If at the end of the second year, a student has attempted 60 hours, they must have completed a minimum of 45 credit hours ( $60 \times 67\% = 40$ ) to make SAP.

If the number of completed hours drops below 67% of attempted hours, the student will no longer be eligible for financial aid. Note: Completion rate between 66.5% – 66.9% will be rounded up to 67%.

### **REPEAT COURSE WORK POLICY**

Repeated courses are counted in the "hours attempted" calculation for financial aid purposes and the repeat grade is treated in the cumulative GPA in accordance with university policy. All repeat courses are counted in total attempted hours.

#### **For Example:**

1. Allowable: Repeated coursework may be included if the student received an unsatisfactory or failing grade. There is no limit on the number of attempts allowable if the student does not receive a passing grade.  
NOTE: If the student passed the course and then subsequently failed it, they cannot receive aid for the course the third time.

2. Allowable: Student is enrolled in 15 credit hours which includes 3 credits repeating a previously passed course. Because the student is enrolled in a minimum of 12 credits which are not repeats, the student's financial aid eligibility is not impacted by the repeat.
3. Not permissible: Student receives a D in a course and decides to repeat the course to improve his/her GPA. The student may repeat this passed course one time, but if the student wants to repeat it a second time, the second repeat would not count for financial aid eligibility. In this example, the student is enrolled in 12 credits, including the 3 credit second repeat, so only 9 credits will count for financial aid eligibility.

**All repeated courses do affect financial aid satisfactory academic progress calculations. A repeated course along with the original attempt must be counted as attempted credits**

### **REVIEW POLICY**

After grades are posted for the Spring semester, the Office of Student Financial Assistance (OSFA) will review the progress of every enrolled student, regardless of whether or not they received financial aid. All students will be reviewed to determine if they are meeting progress standards for aid consideration for the upcoming academic year.

### **FINANCIAL AID SUSPENSION**

If it is determined that a student does not meet the minimum Satisfactory Academic Progress requirements, he/she will automatically be placed on financial assistance suspension and will be notified accordingly. Students on financial aid suspension are not eligible for any type of federal, state, or institutional aid.

**Note:** Students on scholastic suspension/dismissal or enforced withdrawal will also be placed on financial assistance suspension.

### **CONDITIONS FOR REINSTATEMENT**

Students who have been placed on financial aid suspension may appeal the decision if they believe that they had extenuating circumstances that led to their unsatisfactory progress.

To appeal for reinstatement of financial aid eligibility, students must complete and submit the Request for Appeal form to the OSFA. A completed appeal application includes:

1. A letter and supporting documentation providing a detailed explanation of the extenuating circumstances. For example: personal injury or medical problems, illness or death of an immediate family member, etc.
2. If a student has exceeded the maximum time frame and is appealing based on a change of major, he/she should state the reason for the change and indicate the number of hours remaining to be taken in the new major. The student must also have their academic advisor complete the advisor section of the application.
3. A detailed explanation of the adjustments the student has made to resolve the issues that caused their unsatisfactory progress.

If the appeal is approved by the Aid Appeals Committee, the student will be placed on financial aid probation for the next semester of enrollment. While on probation, aid will be continued as if the student is otherwise eligible. The decision of the committee is final and may include additional conditions the student must meet as deemed appropriate by the committee, such as taking a

reduced course load or enrolling in specific courses. At the end of one payment period on financial aid probation the student must meet TAMUCC's SAP standards or meet the requirements of the academic plan developed by the school to qualify for further Financial Aid. All students (approved or denied) will be reviewed again for continued eligibility at the end of the academic year during the regular review process.

Students who have been placed on financial aid suspension and decide not to appeal or if their appeal was denied may attend the next semester at TAMUCC without financial aid in order to reinstate their eligibility for the next term. If at the end of the semester the student meets the minimum SAP standards, they may submit an appeal request to the OSFA to have their application for aid reinstated for the next and subsequent semesters of the current academic year. Continued eligibility for the next academic year will be determined again at the end of the spring semester during the regular review process.