



444 Green Street, Gardner, MA 01440-1000

FINANCIAL AID OFFICE

SATISFACTORY ACADEMIC PROGRESS POLICY (SAP)

The U.S. Department of Education has published regulations regarding the definition of satisfactory academic progress (SAP) for use in the awarding of student financial assistance. This requires institutions to set standards of SAP when awarding federal aid programs such as the Federal Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Federal College Work Study, Federal Loan Programs and state financial aid programs.

Mount Wachusett Community College (MWCC) has adopted the following criteria when determining a student's eligibility for aid. A student who is not making SAP will be prohibited from receiving all student financial assistance, including student loans. The student's complete academic history at MWCC will be reviewed for the purposes of SAP, including classes attempted while not receiving financial assistance.

1. SAP will be measured at the end of fall and spring semesters and optionally following the summer session. The student must not be on suspension in accordance with the college academic rules as published in the college catalog.
2. Students must maintain a cumulative grade point average of 2.0 to retain eligibility for financial assistance.
3. Students must earn at least 67% of all credits attempted and must complete their program in at least 150% of the normal time that would be expected. For example; an associate's degree program generally requires 63 credits to complete, therefore, a student can only receive aid up to 94 credits attempted. The maximum number of attempted credits for a certificate program is 36 credits. All courses withdrawn from are considered credits attempted but not earned. Credits earned at other colleges and accepted towards your current program of study are counted in the maximum credit review.
4. Students who have attempted in excess of the 94 credits for an Associates Degree or 36 credits for a certificate and have changed academic programs during their enrollment must still adhere to the maximum credit policy and your previous attempted credits will count towards the 150 % timeframe. Consideration will be given to students completing a second degree or certificate.
5. Students transferring to MWCC, changing to a new major, or re-enrolling following graduation will have their status determined by the number of transfer credits applicable to their new MWCC program. A student changing academic program must be maintaining SAP in the original program to be eligible for aid in the first semester of the new program.
6. Grades of I, U, NG, W, WF, IP, CIP, WP, S and other non-punitive grades will be considered as attempted credits. It is important that students inform the Office of Financial Aid when final grades of I, IP and CIP grades are updated. The Office of Financial Aid will recalculate SAP status, at the individual request of each student, upon notification of grade changes. This notification must occur in the semester subsequent to the semester in question and SAP will not be recalculated retroactively for earlier semesters due to late notification of grade changes.
7. A student may receive financial aid for a maximum of 30 attempted developmental credits. English as Second Language (ESL) courses that do not count toward your degree and up to 30 developmental credits are excluded from the maximum credit review, although the standard qualitative and quantitative requirements still apply.
8. Students may not be allowed to receive financial aid funding for repeating a course more than once. Courses for which a passing grade is received may not be repeated with financial assistance.
9. If a student fails to meet the SAP policy described above, the Director of Financial Aid, or designee, may give the student a "probationary" semester during which aid can be received. During the probationary period, the student must complete 67% of credits attempted with a grade point average of 2.0 or better. If at the end of the probationary period the student still does not meet SAP, a second probationary semester may be allowed under special circumstances.
10. A student will be placed on suspension if not making SAP following any probationary periods. Once placed on financial aid suspension, a student must earn a minimum of 9 credits, completing 67% of all attempted credits with at least a 2.0 grade point average at MWCC in order to regain financial aid eligibility. It is the student's responsibility to request a re-evaluation of SAP from the Office of Financial Aid.
11. A student has the right to appeal the suspension of their financial aid based on mitigating circumstances. All appeals must be submitted in writing and documentation must be provided when applicable. Situations such as illness, family emergencies, or length of time since previous enrollment may be considered as mitigating circumstances. The Office of Financial Aid may then award the student a "probationary" semester based on these mitigating circumstances and may adjust the maximum time frame requirements. Should a student be placed on probation as a result of an appeal of suspension and then fail to meet the SAP requirements outlined in the probation, a second request for re-instatement will not be accepted.