

Indiana University Southeast Policy on Satisfactory Academic Progress

Federal regulations require that Indiana University Southeast establish a policy to monitor the academic progress of students who apply for and/or receive federal, state, and institutional financial assistance. A student must be admitted to the university and enrolled in a degree-seeking program to be eligible for financial assistance. Only credit courses that count towards a degree-seeking program are included for determining aid eligibility. (A student can receive aid for a limited amount of remedial coursework that is included as part of a regular program.)

Recipients of federal financial assistance are expected to attend classes throughout the term; enrollment is monitored. Repayment of federal aid already received may be required if it is determined that the student stopped attending classes but did not officially withdraw from the University. Aid eligibility for subsequent academic terms may be canceled.

Academic bankruptcy does not remove courses from the completion rate or total hours attempted calculations. Repeated courses are also included in the completion rate and total hours attempted calculations.

To remain eligible for financial assistance, a student must demonstrate satisfactory progress toward completion of their degree according to the following standards:

Undergraduates

- Undergraduate students are required to maintain a cumulative grade-point average (GPA) of 2.0.
- Undergraduate students must complete at least 67% of total attempted coursework.
- Grades of W, F, FN, FNN, FX, NC, R, and I (Incomplete) are not considered successful completion of a course.
- Undergraduates who receive all FNs, all FNNs, or a combination of FNs, FNNs, and Ws during one academic period, and received federal aid for the same academic period, may be required to repay all or part of any aid received.
- Associate's degree students must complete their degrees in no more than 90 credit hours attempted. Bachelor's degree students must complete their degrees in no more than 180 credit hours attempted.
- All transfer credit hours that appear on a student's academic transcript will be counted toward the duration of eligibility.
- Undergraduates seeking a second bachelor's degree will be required to submit a SAP appeal annually if their credit hours attempted are greater than 180.

Teacher's Certificate

- Students who are in a teacher certification program, and are approved for financial assistance, are awarded aid at the certificate level.

- Students who are in a teacher certification program must follow all the satisfactory academic progress requirements for all undergraduates.

Graduates

- Graduate students are required to maintain a cumulative grade-point average (GPA) of 2.0.
- Graduate students must complete at least 67% of total attempted coursework.
- Graduate students enrolled in master's degree programs must complete their degrees in no more than 45 credit hours of graduate enrollment not including research credits.
- Grades of W, F, FN, FNN, FX, NC, R, and I (Incomplete) are not considered successful completion of a course.
- Graduates who receive all FNs, all FNNs, or a combination of FNs, FNNs, and Ws during one academic period, and received federal aid for the same academic period, may be required to repay all or part of any aid received.
- All graduate transfer credit hours that appear on a student's academic transcript will be counted toward the duration of eligibility.
- Graduate students seeking a second graduate degree will be required to submit a SAP appeal annually if their credit hours attempted are greater than 45.

These satisfactory academic standards apply to all students enrolled at IU Southeast. Students will be evaluated annually at the posting of spring grades. Students will be notified by IU Southeast email if they do not meet the Satisfactory Academic Progress requirements.

Parents of students who are denied financial assistance by failing to meet these academic standards will not be eligible for a Parent PLUS Loan.

Appeal Process

Students who fail to meet these standards and have mitigating circumstances may appeal to the Office of Student Financial Assistance by completing the appropriate Academic Progress Appeal form. Appeals will not be accepted any later than two weeks prior to the end of the semester. Our Appeal Committee reviews each appeal to determine student eligibility for continued financial aid. The most common reasons for appeal approval are: (1) a learning disability, (2) a severe injury or extended illness, (3) the illness or death of a family member. Appeals are reviewed within 15 business days. No deferments of IU Southeast charges will be granted during the review timeframe. Final decisions regarding appeals will be sent to the student's IU Southeast e-mail.

When a student fails to make SAP and has an appeal denied, he/she can regain eligibility by meeting the criteria established above, but he/she cannot regain eligibility simply by being out of school for a set amount of time or by paying for a set number of classes out-of-pocket.

The appeals committee reserves the right to request a signed contract for the current semester and/or the current year, from students with continuous progress issues.

Contracts generally state that a student must successfully complete all classes in the current semester(s) to be eligible for aid consideration. Students who do not meet the conditions of their contract will not be allowed to pursue future appeals and will not regain eligibility for financial aid until they meet the Satisfactory Academic Progress minimum requirements.

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