

## SATISFACTORY ACADEMIC PROGRESS STANDARDS

As a financial aid recipient, you must maintain satisfactory academic progress (SAP) to remain eligible to receive financial aid. Regulations require you to complete your program with at least a 2.0 cumulative GPA and within the 150% Maximum Credit Limit (see back). Financial Aid SAP standards will help you achieve this goal. Each term after grades post, we will check your completion rate and term GPA. The number of credits you need to complete will depend on your enrollment level at the time your financial aid disburses. We have outlined the SAP standards below and provided tables to help you determine your completion rate.

Completion rate **and** GPA are both considered when determining your SAP status

**Good Standing:**  
**Probation:**  
**Probation:**  
**FA Suspension:**  
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**FA Suspension:**

Complete 66.66% of credits with a term GPA of 2.0 or higher  
 Complete between 50-66.65% of credits  
 Earn a term GPA between 1.7-1.99  
 Complete less than 50% of credits  
 Earn a term GPA less than 1.7  
 Complete two consecutive terms in Probation

Full time (12+ Credits)		
Completed	%	Status
8+ credits	66.66% or higher	Good
6-7 credits	50-66.65%	Probation
0-5 credits	Less than 50%	FA Suspension

3/4 Time (9-11 credits)		
Completed	%	Status
6+ credits	66.66% or higher	Good
5 credits	50-66.65%	Probation
0-4 credits	Less than 50%	FA Suspension

1/2 Time (6-8 credits)		
Completed	%	Status
4+ credits	66.66% or higher	Good
3 credits	50-66.65%	Probation
0-2 credits	Less than 50%	FA Suspension

Less Than 1/2 Time (1-5 credits)		
Completed	%	Status
1+ credits	66.66% or higher	Good
0 credits	Less than 50%	FA Suspension

### What Your SAP Status Means to You

**Good Standing:** You are eligible to receive grants, workstudy and loans.

**Probation:** You are eligible to receive grants, workstudy and loans while on probation. However, you must complete your probationary term in Good Standing to avoid FA Suspension in the subsequent term.

**FA Suspension:** You are not eligible to receive grants, workstudy or loans until your FA Suspension status is resolved. Some scholarships and other resources may also be unavailable.

### Things You Need to Know

**Completed VS Not Completed Credits:**

Completed credits result from grades of A, B, C, D and P.  
 Credits not completed include \* (withdrawal), U, I, F, NP, and NC.

**Pass Grades and GPA Requirement:**

If your term GPA is 0.00 solely because you receive a Pass Grade, your GPA is considered equivalent to a 2.00 for Financial Aid SAP purposes only.

**Withdrawal, Audits, Incompletes, No Pass, and No Credit grades:**

Receiving a \* (withdrawal), U, I, NP or NC grade will not affect your GPA. However, it will affect your completion rate.

**Complete Withdrawal:**

If you withdraw or stop attending all courses before 60% of the term is over, you may be required to repay a portion of the aid you received. See [www.lanecc.edu/financialaid/withdrawal-info.htm](http://www.lanecc.edu/financialaid/withdrawal-info.htm) for more detail.

For answers to commonly asked questions,  
 visit [www.lanecc.edu/financialaid/sap.htm](http://www.lanecc.edu/financialaid/sap.htm)

## **RESOLVING YOUR FA SUSPENSION**

To resolve your FA Suspension status, you must submit an appeal. *Appeal to Reinstate* forms are available at [www.lanecc.edu/finaid/forms](http://www.lanecc.edu/finaid/forms). To be reinstated, you must also be able to complete your program within the 150% Maximum Credit Limit with at least a 2.0 cumulative GPA.

You may be reinstated if a grade change sufficiently improves your status; you are taking steps to ensure your academic success, such as taking a College Success class; or have extenuating circumstances that were of sufficient duration and intensity, beyond your control and not part of a recurring pattern.

### **Examples of extenuating circumstances that may be approved (with adequate documentation)**

- Illness that prevented the completion of coursework. We may ask for a release to return to school from your care provider
- Major illness or death in the immediate family that required extensive absence
- Other family emergencies that prevented the completion of coursework

### **Examples of circumstances that may be denied**

- Incarceration, poor choice of classes, employment obligations, financial difficulties, or loss of transportation
- Personal and relationship problems, relocating, sick child (not major illness), childcare difficulties, or loss of roommate

If your appeal is approved, you will be reinstated on Probation status (Appeal Approved on Probation). You must complete your probationary term in Good Standing; otherwise, you will be suspended again.

If your appeal is denied, we will inform you of the number of credits you must successfully complete to be reinstated. These courses must be completed without financial aid and apply toward your program, be a required prerequisite course, or a necessary developmental course. We will not consider courses that do not meet these criteria.

## **150% MAXIMUM CREDIT LIMIT**

Per federal regulation, the maximum number of credits you may attempt cannot exceed 150% of the credits required to complete your program. The College Catalog specifies the credits required to complete your program. Attempted credits include all earned, unearned (\*, I, F, NP, and NC) and repeated or transfer credits. All attempted credits count toward this limit, even if you did not receive financial aid or have extenuating reasons for not completing your credits. If you have changed programs, we may exclude some credits you attempted before you changed programs. You are limited to pursuing two programs at Lane. This may be in the form of one program change (excluded from the calculation) or two completed programs.

We will mail you a *Credit Limit Notice* once you are at or near the limit for your program. This form will ask you for specific information that is needed to perform an accurate calculation of your 150% maximum timeframe. Due to the variables involved, we must do a manual calculation. If at any point, we determine you cannot graduate within this timeframe, regulations stipulate you are ineligible for further aid. If you wish to have this calculated before we mail you a *Credit Limit Notice*, you may submit a Request for Credit Limit Review. This form is available online at [www.lanecc.edu/finaid/forms](http://www.lanecc.edu/finaid/forms).

## **DEVELOPMENTAL CREDIT LIMIT**

You may be eligible to receive financial aid for up to 30 semester or 45 quarter credits of developmental coursework during your lifetime. This includes coursework taken at all colleges. Per regulation, there is no appeal process to extend past this limit. Exceeding this limit will not cause you to lose financial aid eligibility and if you need to take developmental courses in excess of this limit, you can. However, the credits cannot be included in your enrollment level when determining the amount of financial aid you receive during the term. If you believe you are close to this limit, you may submit a Request for Credit Limit Review. This form is available online at [www.lanecc.edu/finaid/forms](http://www.lanecc.edu/finaid/forms).

Developmental courses currently offered at Lane include all courses numbered 001-099 (unless required for your current program); and ENG 116. ESL courses are not considered developmental. Some older developmental courses may not adhere to the current numbering system.