

Policy of Financial Aid

Satisfactory Academic Progress Requirements

Federal regulations require students receiving Federal Pell Grant, Federal SEOG, Academic Competitiveness Grant (ACG), Federal Work Study, or Federal Stafford Loans to be making "satisfactory academic progress." This progress is measured at the end of each semester according to three factors: a semester and cumulative grade point average (GPA); completion of credit hours; and the time frame allowed for completing a certificate or degree.

A 2.0 semester and cumulative grade point average are **required** to receive Financial Aid.

Any student placed on Financial Aid Suspension at the end of the term will also lose their ACG awards for the following term. Students can appeal financial aid suspension. However, a first year ACG recipient (ACG1 award) must have a minimal 3.0 GPA after 24 credits earned or they lose eligibility for the second year ACG award, there is no appeal. This is federal law.

Audit hours are **NOT** considered for Financial Aid. Remedial hours are included and recalculated in the GPA for Federal Aid purposes. The successful completion of the following minimum number of credit hours is required to remain in good standing:

| <u>If You Enroll in:</u> | <u>Status</u> | <u>**You Must Complete:</u> |
|---------------------------------|----------------------|------------------------------------|
| 12 or more hours | Full-Time | A minimum of 12 hours |
| 9 to less than 12 hours | Three-Quarter Time | A minimum of 9 hours |
| 6 to less than 9 hours | Half-Time | A minimum of 6 hours |
| *.5 to less than 6 hours | Less-Than Half-Time | All hours |

* (there will be no probationary period for these students)

A grade of "CD", "I", "NR", "WD", or "WT" does not count as hours completed.

Probation: Students not completing the minimum hours required but have a 2.0 GPA will be placed on probation for the following semester, during which time they must complete the status they were paid for (see above). A minimum of six hours must be taken at **Butler** in one semester with a semester and a cumulative GPA of 2.0.

Students with prior college credit hours at Butler that received no financial aid and failed to meet the required Butler SAP policy will be placed on probation for the first semester they apply for financial aid at Butler. Transfer students who do not meet the required Butler SAP policy, will be placed on probation for the first semester they apply for financial aid at Butler.

Suspension: Suspension from Federal Student Aid will occur if a probationary student does not meet the requirements stated above. Suspension will also occur if a non-probationary student does not have a semester and cumulative GPA of 2.0 or if a full-time student does not complete a minimum of six hours and if a three-quarter time student or half-time student does not complete a minimum of three credit hours with a semester and a cumulative GPA of 2.0. Less than half-time students must complete all hours taken with a semester and a cumulative GPA of 2.0. Students who receive grades of "CD", "I", "NR", "WD", or "WT" in **all** coursework will automatically be placed on suspension with no probationary period.

Reinstatement: Students who are suspended from financial aid may be reinstated in the following manner: All suspended students will receive a suspension notification letter with an appeal form at the end of the term. The appeal, with the appropriate documentation, must be submitted with the initial appeal. The decision of the Financial Aid Review Committee is **final**. If an appeal is not submitted or granted, a student may be re-instated after successfully completing and paying for one semester at **Butler**. In that semester the student must complete a minimum of six hours (if you enroll in more than 6 hours, you must complete the minimum hours as stated above **) with a semester and a cumulative GPA of 2.0. After being re-instated, the student will remain on **probation** for one semester and must satisfy the probationary requirements. If a student owes a repayment or overpayment of Federal Student Aid, it must be taken care of before they can regain eligibility for additional Federal Student Aid.

Time Frame: A student will be allowed up to 93 attempted credit hours to complete an Associate Degree or up to 45 attempted credit hours to complete a one-year certificate program. This will be monitored on a weekly basis. The maximum attempted credit hours include hours for repeated classes and includes both Butler and transfer credit hours, regardless whether or not financial aid was used for those credits. After obtaining an Associate Degree or 93 credit hours, or obtaining a Certificate or 45 credit hours, and continuing to pursue an education through Butler, please contact the Financial Aid Office for an educational advancement certification form or download the form from Butler's Financial Aid web site.