

Satisfactory Academic Pursuit and Progress for SUNY Delhi Certificate and Associate Degrees

One of the eligibility requirements for financial aid is something called satisfactory academic progress and pursuit of program (SAP). There are minimum standards you must attain each semester at SUNY Delhi to receive financial aid the following semester. The standards look at the number of credits completed per semester and the grade point average (GPA). Students who fail to maintain these minimum SAP standards are not eligible for federal Title IV and/or state financial aid.

The minimum SAP standards are listed below. State aid and federal aid have different minimum requirements. Students must meet or exceed these standards to receive aid the following semester.

For TAP and other State Aid (Monitored at the end of every semester)

Semesters completed	1	2	3	4	5
Total Earned Credits	3	9	18	30	45
Cumulative GPA	0.5	0.75	1.30	2.0	2.0
Prior term attempted Credits	6	6	9	9	12

For Federal Aid (Pell, SEOG, Stafford and PLUS loans, etc) Monitored the end of every spring semester

Semesters completed	1	2	3	4	5
Total Earned Credits	9	18	27	39	51
Cumulative GPA	1.0	1.25	1.50	1.75	2.0

Note: Students enrolled $\frac{3}{4}$ time (9-11 credits) must earn 75% of the full time chart above. Students enrolled $\frac{1}{2}$ time (6-8 credits) must earn 50% of the full time chart above.

Examples:

- At the end of the third semester, the student must have earned at least 27 credits with a GPA of 1.5 to remain eligible for federal financial aid in their fourth semester.
- At the end of the third semester the student must have completed at least 9 credits in the third term with 18 total earned credits with a cumulative GPA of 1.3 to be eligible for state aid.

Important Eligibility Facts

Maximum Semesters: Students in a Certificate Program are allowed up to three semesters of financial aid to find their degree. Students in an Associates Degree Program are allowed up to 6 semesters of financial aid to complete their degree

Developmental Courses: Developmental and non credit courses are not counted when calculating Earned Credits Completed or Minimum GPA.

Repeated Courses: Repeating a course for which you received a passing grade will usually affect your aid eligibility. You must take at least 12 credits in addition to the repeated course to be considered full time for financial aid purposes. Students should consult a financial aid counselor to determine their eligibility for aid prior to registering for a repeated course.

Withdrawals and Leaves of Absences: Any student who withdraws or takes a leave of absence during a semester will not earn any academic credit for that semester. Therefore, the student will not maintain the required SAP status for state financial aid. For federal financial aid it is recommended that the student consult with a financial aid counselor prior to leaving the college to determine their SAP standing for federal aid.

Incomplete Grades: A student with incomplete courses at the end of the academic year must complete the course work prior to the start of the next academic term or may lose federal or state financial aid eligibility. If a student completes these courses during the next semester and regains satisfactory academic progress, financial aid will be reinstated upon student request.

Loss of Aid: A student who does not maintain the required SAP status will lose their financial aid for the following semester. Under certain circumstances, a student who loses financial aid eligibility may appeal to have their eligibility reinstated.

Written Request:

Federal Aid – Students who have sat out at least one semester and have been readmitted must contact the financial aid office and request that their aid be reinstated

State Aid - Students who have sat out at least one academic year (two semesters) and have been readmitted must contact the financial aid office and request that their aid be reinstated

Appeal Process:

One Time Waiver: Students who do not maintain the required SAP status will have one opportunity to request a waiver of satisfactory academic progress and pursuit of program (SAP) standards due to serious circumstances outside of the student's control. Students will be notified, by email to their campus email address, whether their waiver request has been approved or denied.

Examples of Circumstances That May Be Considered:

- Serious illness to student or immediate family member
- Death of an immediate family member
- Extreme personal, emotional, or psychological stress
- Serious and/or unusual personal circumstances outside of the student's control

Examples of Circumstances That May Not Be Considered:

- Pre-existing conditions
- Circumstances that cannot be documented

Required Paperwork:

- Completed Waiver form – available on Delhi's website
 - Print neatly
 - Form MUST include student's explanation of what happened during semester
- Documentation of circumstances
 - Ex. Death certificate, obituary, doctor's statement

NOTE: Waiver forms submitted without documentation WILL BE DENIED

Deadlines – students who are eligible to request a waiver of SAP standards will receive a letter with submission deadlines. Completed waiver forms and documentation may be faxed to 607-746-4104 or mailed to Enrollment Services/Financial Aid, 109 Bush Hall, 2 Main Street, Delhi, NY 13753. Faxing is recommended, especially at the end of the Fall semester.