

**THE UNIVERSITY OF AKRON  
OFFICE OF STUDENT FINANCIAL AID**

**STANDARDS OF SATISFACTORY ACADEMIC PROGRESS POLICY  
FOR FEDERAL TITLE IV STUDENT FINANCIAL AID RECIPIENTS**

**REQUIREMENTS FOR GRADUATE & LAW STUDENTS**

*These rules and regulations are subject to change*

Federal Regulations require that The University of Akron review the academic progress of students applying for and/or receiving federal Title IV student financial aid. **This rule applies to all students applying for aid, whether or not financial aid has been received previously.** Students' progress will be checked prior to the initial receipt of financial aid and at the end of each semester. If it is determined that you are not making satisfactory academic progress toward your degree, you will no longer be eligible to receive federal Title IV student financial aid based on the policies and procedures that follow. There are both a quantitative (maximum time frame/completion rate) and a qualitative (grade point average) measure in determining satisfactory academic progress for federal Title IV student financial aid programs.

<b>GRADUATE STUDENTS &amp; LAW STUDENTS</b>													
<b>PROGRAMS AFFECTED</b>	(1) Federal Direct Loans, Subsidized and Unsubsidized (2) Federal Direct Grad PLUS Loans (3) Teacher Education Assistance for College and Higher Education Grant (TEACH) (4) Some alternative loans												
<b>MINIMUM HOURS TO BE COMPLETED</b>	<p>Students must <u>successfully complete</u> a minimum of <b>70%</b> (rounded down) of the total number of hours for which they are enrolled on the 15<sup>th</sup> day of the semester/term. All courses for which you are registered on that day are counted as an attempted course whether you withdraw from, receive a failing grade for, or otherwise fail to complete the course. To determine the number of credit hours you are required to successfully complete during the semester/term (or cumulatively) to remain in compliance, multiply the number of hours for which you are/have enrolled on the 15<sup>th</sup> day by 0.70. Example:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;"><u>Registered (Attempted) Hours</u></th> <th style="text-align: center;"><u>Required Hours to be Completed</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">6</td> <td style="text-align: center;">4 (70% X 6=4.2)</td> </tr> <tr> <td style="text-align: center;">12</td> <td style="text-align: center;">8 (70% X 12=8.4)</td> </tr> <tr> <td style="text-align: center;">16</td> <td style="text-align: center;">11 (70% X 16=11.2)</td> </tr> </tbody> </table> <p><b>PLEASE NOTE:</b>  <b>Successful completion of a course, for the purpose of the Satisfactory Academic Progress calculation is determined by the passing grades as indicated by your college and/or program.</b></p> <p>Incompletes (<b>I</b>) grades are counted as unsuccessful attempts. Once an <b>incomplete grade</b> has been changed to an A, B, C, or CR, it can be added to the number of hours completed for the term of the original registration. <u>It is the student's responsibility to notify the Office of Student Financial Aid once an Incomplete has been changed to a valid grade.</u> On the other hand, for graduate and law school students, an In Progress (<b>IP</b>) grade will count as a successful completion towards the number of hours required for the term.</p>	<u>Registered (Attempted) Hours</u>	<u>Required Hours to be Completed</u>	6	4 (70% X 6=4.2)	12	8 (70% X 12=8.4)	16	11 (70% X 16=11.2)				
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<b>GRADE POINT AVERAGE</b>	<p>Your grade point average must be equal to, or higher than, the standard established by your academic department. A minimum <b>2.3</b> accumulative GPA (effective with spring 2016 admits) and <b>2.0</b> accumulative GPA (prior to Spring 2016) <b>Law School</b>; and a minimum <b>3.0</b> is required for the <b>Graduate School</b>.</p>												
<b>HOURS ATTEMPTED MAXIMUM TIME FRAME</b>	<p style="text-align: center;"><b>LENGTH OF TIME IN SCHOOL THAT A STUDENT CAN RECEIVE FEDERAL AID:</b></p> <table style="margin-left: auto; margin-right: auto;"> <tbody> <tr> <td style="vertical-align: top;"><u>Graduate School:</u></td> <td>Master's Degree</td> <td style="text-align: right;">- 6 years</td> </tr> <tr> <td></td> <td>Doctorate Degree</td> <td style="text-align: right;">- 10 years</td> </tr> <tr> <td style="vertical-align: top;"><u>Law School:</u></td> <td>Day School Program</td> <td style="text-align: right;">- 5 years</td> </tr> <tr> <td></td> <td>Evening School Program</td> <td style="text-align: right;">- 6 years</td> </tr> </tbody> </table> <p>Transfer student's academic progress will be reviewed to determine the status of each student in relationship to his/her program's maximum time frame. Once transfer credits are posted, they will be considered in our next satisfactory academic progress review. Transfer hours will be included in the cumulative number of hours earned and attempted.</p>	<u>Graduate School:</u>	Master's Degree	- 6 years		Doctorate Degree	- 10 years	<u>Law School:</u>	Day School Program	- 5 years		Evening School Program	- 6 years
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	Evening School Program	- 6 years											

## **IF YOU DO NOT MEET THE STANDARDS OF SATISFACTORY PROGRESS**

Students who fail to meet the Standards of Satisfactory Academic Progress will lose eligibility for the Federal Title IV student financial aid programs. They will be notified, in writing, of this action. In addition, they will be provided the opportunity to appeal this decision based on mitigating circumstances that may have occurred during the year or semester that could not have been anticipated (see below).

### **APPEAL PROCESS**

Students who have lost eligibility for federal Title IV student financial aid may appeal that decision by following the procedures outlined below. Those wishing to utilize this process must be able to document mitigating circumstances that occurred during the course of the semester(s) in question that could not have been anticipated prior to that semester(s), and that adversely affected their ability to successfully complete their required coursework. Events such as the death of an immediate family member, extended illness suffered by the student, or other unforeseeable events that may have caused significant hardship for the student may be considered as examples of mitigating circumstances.

#### **If you wish to file an appeal:**

1. Complete the Standards of Satisfactory Academic Progress Appeal Form, which will be emailed to you upon notification of your loss of eligibility, or which is available in the Office of Student Financial Aid and at [www.uakron.edu/finaid](http://www.uakron.edu/finaid).
2. Attach **complete** third party documentation from a reputable source (e.g. doctor, counselor, family services, police, etc.) that has knowledge of both your personal situation and of the mitigating circumstances that you are claiming. **Documentation should not only indicate the mitigating circumstances that caused you to have academic problems during the semester/term, but also must clearly indicate that the circumstances that caused the problems have been rectified so that you will be able to be successful in future terms.. Appeals submitted without the proper third party documentation will not be reviewed and will be returned to you.**
3. **Appeals are processed in a timely manner - as they are received. For example, to ensure that your aid is processed for the fall semester, you should have your appeal form into our office before July 1. You may wish to make alternative arrangements with Student Accounts, e.g. the Installment Payment Plan, for holding your classes while a decision on your Appeal is being reviewed.**
4. Mail or drop off the completed Appeal Form and documentation to:  
Satisfactory Academic Progress Appeals Committee  
Office of Student Financial Aid  
The University of Akron  
Akron, OH 44325-6211

Or **upload** your documents in the Upload Tool in the Student Center of My Akron (under "Finances") Upload Financial Aid Docs

Progression of Standards: All students initially start at an Eligible Status. If student does not meet academic standards, they will be placed in a **Warning Status** and will be eligible for aid for one semester. If student does not meet standards again, they will be moved to **Ineligible Status** and have the option to appeal. Students whose appeals have been approved by the Committee will be placed on **Financial Aid Probation** status. Students who fail to make Satisfactory Academic Progress while in **Financial Aid Probation** status will again lose all eligibility for federal Title IV student financial aid. Although students may utilize the Appeal Process again if this occurs, in most cases, the same mitigating circumstances used in previous appeals may not be used again. The Committee will also take the number of prior Appeals submitted into consideration when reviewing subsequent appeals. **Students whose appeals are not approved will be placed in Ineligible status**

### **REGAINING FULL ELIGIBILITY**

Students who have been placed in **Financial Aid Probation** or **Ineligible** status may regain full eligibility for federal Title IV student financial aid by successfully completing coursework while in that status that will raise their Grade Point Average to meet or exceed the minimum requirement based on their total number of hours attempted, and / or raise their coursework attempted to the 70% (rounded down) level.

Students who are **Ineligible** to receive federal Title IV student financial aid may use one or more of the following payment options while attempting to regain eligibility for federal Title IV student financial aid:

1. **Student's own resources**
2. **University of Akron - Installment Payment Plan (IPP)**
3. **Private Alternative Educational Loan Programs, although some private lenders require the student to meet Standards of Satisfactory Academic Progress policy requirements.**

Students who have taken the necessary measures to regain eligibility for federal Title IV student financial aid programs should contact the Office of Student Financial Aid immediately upon doing so and apply for **Reinstatement of Eligibility**. Students' academic performance will then be reviewed and, **if all required Satisfactory Academic Progress criteria are met, full eligibility for federal Title IV student financial aid will be reinstated, effective the following semester.**