



## Office of Financial Aid & Scholarships

### Satisfactory Academic Progress Frequently Asked Questions (FAQs)

SUSLA Satisfactory Academic Progress (SAP) policy and documents can be viewed at <https://www.susla.edu/page/sap-forms>.

#### **What is Satisfactory Academic Progress?**

Satisfactory Academic Progress (SAP) is an academic standard mandated by the U.S. Department of Education and enforced by SUSLA Office of Financial Aid & Scholarships used for federal financial aid purposes. SAP is used to measure a student's academic performance and ensure they are making adequate progress toward completing their degree or certificate program. The criteria financial aid eligibility based on academic review include the following components:

- **Grade Point Average (GPA):** Students must maintain a minimum GPA, which can differ based on the total amount of attempted hours pursued at SUSLA. SUSLA Office of Financial Aid & Scholarships evaluates cumulative GPA based on a graduated scale.

<b><u>SUSLA SAP Requirements: Undergraduate</u></b>	
<b>Southern University at Shreveport will determine the eligibility of a student for financial assistance based on the following:</b>	
<b>Cumulative Hours Attempted</b>	<b>Minimum Cumulative Grade Point Average (GPA)</b>
<b>0 – 25</b>	1.50
<b>26 – 45</b>	1.75
<b>46 and above</b>	2.00

- **Completion Rate:** This measures the percentage of attempted courses that a student successfully completes. SUSLA Office of Financial Aid & Scholarships evaluates completion rate based on a graduated scale.

<b><u>SUSLA SAP Requirements: Undergraduate</u></b>	
<b>Southern University at Shreveport will determine the eligibility of a student for financial assistance based on the following:</b>	
<b>Cumulative Hours Attempted</b>	<b>Minimum Hours (%) to Complete Program – Pace of Progression</b>
<b>0 – 25</b>	50% (or half of what has been attempted)
<b>26 – 45</b>	67% (or two-thirds of what has been attempted)
<b>46 and above</b>	67% (or two-thirds of what has been attempted)

- **Maximum Timeframe:** Students must complete their degree within a certain number of credit hours or semesters. Typically, this is a percentage beyond the total credit hours required for the degree. SUSLA Office of

Financial Aid & Scholarships evaluates maximum timeframe based on 1.5 or 150% credits allowed to complete a degree program. **For example, if a degree requires 60 credits to be conferred, students would be allowed up to 90 credits to complete that degree program.**

If a student does not meet these standards, they may be placed on SAP Warning, and if they don't improve, they might face financial aid suspension or ineligibility for financial aid. SUSLA Office of Financial Aid & Scholarships offer a SAP appeal process for students who have extenuating circumstances that affected their academic performance.

### **Why am I on Financial Aid Suspension?**

You are placed on **Financial Aid Suspension** for failing to meet at least one of the SAP policy standards listed below:

1. GPA: Failure to maintain a minimum MSU cumulative GPA
2. Completion Rate: Failure to pass a minimum of 67% of the cumulative course work attempted
3. Excessive Withdrawals: Exceeded maximum number of withdrawal hours
4. Maximum Timeframe: Failure to complete your academic program within 150% or 1.5 attempted hour timeframe.

### **Can I receive Financial Aid while I am on Financial Aid Suspension?**

No, you are ineligible to receive financial aid while on financial aid suspension. If you have extenuating circumstances that affected your academic performance, you may submit a SAP appeal for financial aid reinstatement consideration.

### **What is Financial Aid SAP Warning?**

Financial Aid SAP Warning is a status assigned if you were previously meeting SAP policy standards, however at the last SAP review, you failed to make satisfactory academic progress. This is an alert to inform you that if the SAP policy standards are not met during the warning semester, you will no longer be eligible for future financial aid. If you did not meet the maximum timeframe requirement, you are ineligible to be placed on Financial Aid SAP Warning.

### **Why am I on Financial Aid SAP Warning?**

You are placed on **Financial Aid Warning** for failing to meet at least one of the SAP policy standards listed below:

1. GPA: Failure to maintain a minimum MSU cumulative GPA
2. Completion Rate: Failure to pass a minimum of 67% of the cumulative course work attempted
3. Excessive Withdrawals: Exceeded maximum number of withdrawal hours

### **Can I receive Financial Aid while I am on Financial Aid SAP Warning?**

Yes, during the Financial Aid SAP Warning semester you can be awarded financial aid (if otherwise eligible). You can only be granted a 'warning' status for one semester. You are not allowed to receive consecutive "warning" semesters of financial aid.

### **What are the requirements to be granted a Financial Aid Warning semester?**

To be granted a Financial Aid Warning semester, you do **not** have to complete a SAP Appeal, however, **you must complete the Financial Aid SAP Warning requirement.** You are strongly encouraged to meet with your Student Success Coach or Academic Advisor within your division for a consultation regarding your academic status.

### **How do I complete the Financial Aid SAP Warning requirement?**

The Financial Aid SAP Warning form will be located on your Banner Self-Service account under your Financial Aid Student Requirements. Please make sure to monitor your SUS email (Outlook email) for any Missing Information Letter (MIL), SAP Notification, or other information sent by the SUSLA Office of Financial Aid & Scholarships.

### **What happens at the end of my Financial Aid SAP Warning period?**

The SAP is reviewed for all students at the end of each semester, including summer. At the end of your Financial Aid Warning semester, your SAP status will be re-evaluated to determine if the requirements of the SAP policy have been met. You must be meeting the SAP policy requirements to continue to receive financial aid. Otherwise, you will be placed on **Financial Aid Suspension** and will not be eligible to receive financial aid.

- **Passed ALL SAP Requirements (SSAPOK) – eligible to receive financial aid**

If the overall SAP Policy requirements are met at the end of the probationary semester, your SAP status will be updated to ‘SSAPOK’ (making satisfactory academic progress) beginning with the next semester. You will be eligible to receive federal and state aid, as long as all other program requirements are met (depends on residency, enrollment status, and a complete financial aid file).

- **Financial Aid Suspension – not eligible to receive financial aid**

If the overall SAP Policy requirements are not met at the end of the Financial Aid Warning semester, then you be placed on **Financial Aid Suspension** and you will be suspended from receiving any financial aid, beginning with the next semester and for future semesters until the SAP Policy requirements have once again been met. **Any federal and/or state student aid previously awarded for the upcoming semester will be cancelled.** You may submit a SAP Appeal to request to have you financial aid reinstated. **Financial aid suspension codes include:**

SAP Status	SAP Description
SDEGRE	Prior Degree
SGPA	Failed GPA Requirement
SGPAHR	Failed GPA & Low Completion %
SGPAMX	Too Many Hours & Failed GPA
SHRS	Failed SAP Completion % Rate
SHRSMX	Low Completion & Too Many Hours
SMAX	Too Many Hours
STOTAL	Failed All SAP Requirements

### **What if I have Excessive Withdrawal Hours?**

If you who have exceeded the maximum number of withdrawal hours at the end of your Financial Aid SAP Warning semester, you will be placed on Financial Aid Suspension. You can submit a SAP Appeal to request to have your aid reinstated. SAP Appeals Forms can be obtained online at <https://www.susla.edu/page/sap-forms> and must be submitted by the established deadline. Students are limited to **three** SAP appeals.

### **What if I have Exceeded the Maximum Time-Frame?**

If you have exceeded the maximum time-frame to complete your degree program, you are not eligible for a Financial Aid SAP Warning semester. You are no longer eligible to receive financial aid unless you have an approved appeal. All SAP Appeals are approved with a SAP Academic Plan processed by SUSLA Success Coaches and certified by SUSLA Office of Financial Aid & Scholarships.

You can submit a SAP Appeal Form to request to have your aid reinstated. SAP Appeals Forms located via your Banner Self-Service account under the Financial Aid Student Requirements. SAP Appeals must be submitted by the established deadline.

### **When will my Financial Aid be paid into my Student Account?**

Your financial aid will be paid into your student account when your financial aid application (FAFSA) and all other financial aid requirements have been met, you have used your financial aid to secure your classes for the term by completing enrollment, and your last date of attendance has been reported. SUSLA Office of Financial Aid & Scholarships will begin reviewing attendance reporting after the published census date biweekly on Wednesdays. You can check the status of your financial aid online via your Banner Self-Service account.

### **How do I Regain Financial Aid Eligibility?**

If you have been placed on Financial Aid Suspension as a result of your failure to meet SAP, you can regain financial aid eligibility by meeting at least one of the following criteria:

1. Correct the SAP problem(s) and meet the overall SAP policy requirements.
2. Submit SAP Appeal (limit of three). If your SAP Appeal is approved by the SAP Appeals Committee, you will be placed on **Financial Aid Academic Plan (Probation)** for one semester.
3. Students who do not meet SAP at the end of each subsequent semester but have met the terms of an existing academic plan are placed on **Financial Aid Extended Academic Plan** until SAP eligibility is regained.

### **Are there any other sources of funding?**

If you have been placed on Financial Aid Suspension and/or have not received a SAP Appeal approval with an Academic Plan, there may be additional funding opportunities through the Southern University System Foundation (SUSF). More further details, contact SUSLA Office of Financial Aid & Scholarships at either [financialaid@susla.edu](mailto:financialaid@susla.edu) or 318-670-9221.