



## Satisfactory Academic Progress Policy for Federal Aid Master of Science Program

Federal financial aid regulations require that recipients of federal aid maintain satisfactory academic progress toward the completion of their degree. Students must comply with the MTSA standards for Satisfactory Academic Progress (SAP). All students' academic standing is evaluated by the MTSA Progressions Committee. The Financial Aid Office will review student's Title IV eligibility at the end of each financial aid academic year (two term loan period). Any student not meeting the required academic progression will be placed on Financial Aid Suspension. This policy applies only to the eligibility to receive Federal Title IV aid.

MTSA Progressions Committee evaluates student's progress after each quarter, decisions are made and notices are sent to the Financial Aid Office for the following reasons:

- 1) Activation of student probation,
- 2) Removal from probation,
- 3) Decision to suspend student,
- 4) Termination of a student.

### Satisfactory Academic Progress (SAP) Standards for Federal Aid

- Maintain a cumulative grade point average (**GPA**) that is equal to or greater than the graduation standards (3.0) published by the program(s) (**Qualitative Requirement**);
- Successfully complete a minimum of all hours attempted (**PACE or Quantitative Requirement**); and
- Complete the program of study/degree within a maximum number of attempted credits allowed by the degree level— (**Maximum Completion Timeframe**).

#### Minimum GPA

Students must earn a minimum 3.0 cumulative GPA.

#### Minimum Pace

Students must successfully complete 66.7% of the credit hours they attempt annually.

#### Maximum Timeframe

Programs at MTSA have scheduled academic coursework which must be successfully completed. Students cannot receive federal aid after attempting 120% of the hours required for the completion of their academic program.

#### Repeated coursework

Each time a course is taken counts as an attempt. Only when a passing grade is received is it counted as a completion. Students may only receive federal aid funding for one repetition of a previously passed course. Any retaken class(es) may count against a student's satisfactory academic progress.

#### Financial Aid Suspension

A student who does not advance academically, as defined in the student handbook, will lose eligibility for federal aid in the subsequent payment period and will be placed on Financial Aid Suspension. All future federal aid will be cancelled. The student will be notified by the Financial Aid Office of their suspension status. The student will remain on this status until they come into compliance with the academic guidelines or until they have appealed with a favorable decision. Any student who has been placed on academic suspension, by the Progressions Committee, will be placed on Financial Aid Suspension.

#### Financial Aid Probation

Students who have successfully appealed will be placed on Financial Aid Probation. Students will receive notice that while on probation, they are eligible for federal aid for one subsequent payment period. Failure to meet the academic standards during that payment period will result in the student being placed on Financial Aid Suspension.

#### Financial Aid Appeal

Students on Financial Aid Suspension may appeal for reconsideration, according to the standard MTSA Appeals Process. If the student's appeal is granted, the student will be placed on Financial Aid Probation and be eligible for federal aid during their probationary period (one payment period). If the student does not meet the terms of the committee decision then the student will remain on Financial Aid Suspension and will not be eligible for federal aid.

Admission to MTSA or maintaining good academic standing, as defined by the academic program, does not necessarily constitute maintaining satisfactory academic progress for federal aid purposes.

#### Notification

Students will be notified in writing of results of any evaluation that affects their eligibility for federal funding.