

Southern California University
School of Oriental Medicine and Acupuncture
POLICY ON SATISFACTORY ACADEMIC PROGRESS (SAP)
FOR FINANCIAL AID ELIGIBILITY

PURPOSE: To prescribe a policy on satisfactory academic progress for federal financial aid eligibility.

RATIONALE: To be eligible for receiving Federal Financial Aid, a student must be registered for a minimum of 6 units (half-time status) **and must be making satisfactory academic progress**. The purpose of this policy is to clearly define satisfactory progress requirements at SCUSOMA, in accordance with federal guidelines.

POLICY:

- 1) **Grade Point Average:** A student must maintain a minimum grade point average of 2.0 ("C" average) to be eligible for continued financial aid. If the average drops below 2.0, the student is placed on academic probation under the Academic Standards policy in the Student Manual.

- 2) **Probation:** A student whose grade point average falls below 2.0 in any quarter will be placed on academic probation for one quarter. If the student's grade point average is above 2.0 in the next quarter, the probation will be lifted. If the student's grades do not improve over the quarter, he/she will be placed on academic suspension for the following quarter. A student placed on probation will be advised prior to returning to class. This advising will be documented with date, quarters, and conditions of the probation.

- 3) **Continued Probation:** If the student receives a 2.0 grade point average or above for the probationary grading period, the student will be given one academic year (3 quarters) to bring their cumulative grade point average up to 2.0 or better to continue with financial aid. Regardless of how many units the student has accrued, by the end of the second academic year (academic year = 3 quarters), the student must have completed 57 units and have a minimum cumulative GPA of 2.0 in order to continue eligibility for receiving federal financial aid. The student will be advised prior to continued probation, and the student's file will be documented with date, quarters, and conditions of the probation.



4) The acupuncture and Oriental medicine degree program at SCUSOMA is defined as a four year, 16 quarter program. For continuous financial aid, students must complete the program within **six years (24 quarters)** of initial enrollment. Therefore, the following minimum course loads must be maintained by all students in order for them to remain eligible to receive financial aid:

In each four quarter enrollment period, students must register for, and successfully complete, a minimum of 32 units in three of those quarters. They must register for, and successfully complete, a minimum of 6 units in the other quarter.

Students are ineligible to continue financial aid if they register for fewer than 9 units, or withdraw from courses to a level below 9 units, for *two consecutive quarters*.

On a case-by-case basis, the Financial Aid Director may waive the 9 credit minimum provisions of paragraph a, above, if the full academic history of a student since initial enrollment at SCUSOMA demonstrates that the student is on track to complete the program in less than six years. The student must have maintained a minimum C grade average, and completed at least 9 units in every previous quarter of enrollment. In no case can the minimum 6 credit requirement be waived.

For purposes of this policy, remedial courses, audit courses, courses which result in incomplete grades, and courses being repeated to improve previous grades are not counted towards minimum enrollment requirements for maintaining satisfactory academic progress.

5) Student progress will be evaluated at the end of each quarter for determining aid eligibility for the following quarter.



Satisfactory Academic Progress (SAP)

An academic year is 3 quarters. After the following number of quarters, students must have completed with a grade of "C" or better at least the corresponding number of units:

Quarters Units

4 40

8 80

12 120

16 160

20 220

24 289 Program Complete

A student may appeal a decision made with regard to the requirements of this policy by stating their objection, in writing, to the Financial Aid Director, following the procedures outlined in the Financial Aid Manual.

I understand the responsibility for the financial aid responsibilities. My signature below certifies that I have, understood and agreed to my rights and responsibilities, and that the institution's SAP is clearly explained.

X

Student's Signature

