

POLICY ON SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID ELIGIBILITY

Evaluation of students' satisfactory academic progress for purposes of financial aid eligibility is made annually at the end of the second summer session by the Committee on Scholarships and Student Aid, to determine eligibility for the following academic year.

INSTITUTIONALLY-CONTROLLED FINANCIAL AID: The receipt of institutionally-controlled financial aid requires full-time enrollment during the fall and spring semesters and a minimum cumulative grade point average of 2.00 on work attempted in the undergraduate schools of the University. For financial aid purposes, full-time enrollment is defined as at least twelve credits each semester. The NCLTG requires a minimum enrollment of fourteen credits each semester. Institutional aid is generally not awarded for summer sessions. Institutional aid is not awarded beyond the eighth (fall or spring) semester; this limit is prorated for transfer students. Certain institutional aid programs have higher academic and/or other requirements, which are communicated to recipients. The Committee on Scholarships and Student Aid reserves the right to revoke institutionally-controlled financial aid for violation of University regulations, including its honor code, or for violation of federal, state, or local laws. The receipt of athletic aid is governed by NCAA rules.

FEDERAL FINANCIAL AID: The Higher Education Act mandates that institutions of higher education establish minimum standards of satisfactory academic progress for students receiving federal financial aid. Wake Forest University makes these minimum standards applicable to all programs funded by the federal government.

To maintain academic eligibility for federal financial aid, a student must:

- Complete the requirements for a bachelor's degree within a maximum number of credits attempted (including transfer credits, but excluding advanced placement credits) of 180. This limit is the same for all students pursuing a bachelor's degree, including those students enrolled in joint bachelor's/master's degree programs. The maximum number of credits attempted includes those credits attempted as of the last day to drop a course without penalty (as published in the academic calendar), during a semester in which a student later drops courses or withdraws.
- Pass at least two-thirds of those cumulative credits attempted (including pass/fail courses) in the undergraduate schools of the University, including credits attempted during the summer sessions and as a visiting or unclassified student. *Incompletes* count as credits attempted, unless from a non-credit course. *Audited* classes do not count as credits attempted. The cumulative number of credits attempted in the undergraduate schools of the University includes those credits attempted as of the last day to drop a course without penalty (as published in the academic calendar), during a semester in which a student later drops courses or withdraws. For purposes of this policy, the cumulative number of credits attempted also includes all instances in which a course is repeated.
- Maintain the following minimum cumulative WFU grade point average on all graded credits attempted (including *incompletes* from graded courses, but excluding pass/fail courses) in the undergraduate schools of the University. The WFU grade point average calculation also excludes pass-fail courses. The cumulative number of graded credits attempted in the undergraduate schools of the University includes those credits attempted as of the last day to drop a course, during a semester in which a student later drops courses or withdraws.

For graded credits attempted at WFU:	A minimum cumulative WFU grade point average of:
Less than 37	1.45
At least 37 but less than 73	1.60
At least 73 but less than 109	1.75
109 and above	1.90

Thus, for example, a regular full-time student taking the normal eighteen credits of graded coursework each semester must achieve a minimum cumulative WFU grade point average of 1.45 before the sophomore year, 1.60 before the junior year, and 1.75 before the senior year. **Repeated courses** will count for GPA according to University policy. When successfully completed they will count as their appropriate credit earned.

(over, please)

Students should note that the policy on satisfactory academic progress applies only to the general eligibility for financial aid consideration. There are other federally-mandated requirements a student must meet to receive federal financial aid. For instance, certain federal loan programs also require either the passage of a period of time or the advancing of a grade level between annual maximum borrowing, regardless of general eligibility for aid. Other general student eligibility requirements for a student to receive federal financial aid are listed in The Student Guide, a publication of the U.S. Department of Education.

Denial of aid under this policy may be **appealed in writing** to the Committee on Scholarships and Student Aid and mailed to P.O. Box 7246, Winston-Salem, NC 27109-7246, or delivered to the Office of Student Financial Aid, Reynolda Hall Room 4. The Committee may grant a **probationary reinstatement** of one semester (in exceptional cases this period may be for one full academic year) to any student, upon demonstration of extenuating circumstances documented in writing to the satisfaction of the Committee. Examples of extenuating circumstances and appropriate documentation include, but are not necessarily limited to the following: illness of the student or immediate family members – statement from physician that illness interfered with opportunity for satisfactory progress; death in family – statement of student or minister; temporary or permanent disability – statement from physician. During a probationary period, students are considered to be making satisfactory academic progress under this policy and may continue to receive aid. A determination of satisfactory academic progress for any period of enrollment after the probationary period will be made, upon the student's written request, at the end of the probationary period. **Reinstatement** after probation can be made only after the student has received credit for the appropriate percentage of work attempted with the required cumulative GPA. Any student determined ineligible for any academic year may request a **special review** at the end of one semester or summer term and may thereby be reinstated for all or part of the academic year. The student must request any such mid-year review in writing; otherwise only one determination of satisfactory academic progress will be made each academic year. Reinstatement cannot be made retroactive.

1/2001