

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 hours 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 hours attempted (including transfer hours, but excluding advanced placement credits) of 168. 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. During a semester in which a student drops courses or withdraws, the maximum number of hours attempted includes those hours attempted as of the earlier of (1) the withdrawal date, or (2) the last day to drop a course without penalty (as published in the academic calendar).
- Pass at least two-thirds of those cumulative hours attempted (including pass/fail courses) in the undergraduate schools of the University, including hours attempted during the summer sessions and as a visiting or unclassified student. *Incompletes* count as hours attempted, unless from a non-credit course. *Audited* classes do not count as hours attempted. During a semester in which a student drops courses or withdraws, the cumulative number of hours attempted in the undergraduate schools of the University includes those hours attempted as of the earlier of (1) the withdrawal date, or (2) the last day to drop a course without penalty (as published in the academic calendar). For purposes of this policy, the cumulative number of hours attempted also includes all instances in which a course is repeated.
- Maintain the following minimum cumulative WFU grade point average on all graded hours 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. During a semester in which a student drops courses or withdraws, the cumulative number of graded hours attempted in the undergraduate schools of the University includes those graded hours attempted as of the earlier of (1) the withdrawal date, or (2) the last day to drop a course without penalty (as published in the academic calendar).

For graded hours attempted at WFU:	A minimum cumulative WFU grade point average of:
Fewer than 30	1.45
At least 30, fewer than 60	1.60
At least 60, fewer than 90	1.75
90 and above	1.90

Thus, for example, a regular full-time student taking the normal fifteen hours of graded coursework each semester must achieve a minimum cumulative WFU grade point average of 1.45 before the second year, 1.60 before the third year, and 1.75 before the fourth year. **Repeated courses** will count for GPA according to University policy. When successfully completed they will count as their appropriate hours 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 is 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.

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