SATISFACTORY ACADEMIC PROGRESS POLICY
FOR STUDENTS ON FINANCIAL AID

Satisfactory academic progress is evaluated at the end of each semester, including the summer semester:

1. If a student fails to successfully complete the hour status (full, 3/4, ½ time etc.) he/she was paid for by his/her grant, loan, etc., he/she will be placed on probation for 1 semester. Grades of I, U, F, W, AW, or AU are not considered to be successful completion.* These grades not only count against a students semester completion rate, but they also count toward the overall degree completion rate. (See number 7)

2. According to policy established by the office of admissions and records, grade corrections and changes should be corrected or amended by the end of the next regular (not summer) semester. The request for change of grade is available in the office of the vice president for academic affairs and the admissions office. All corrections or amendments of grades require a signed request from the instructor, a reason for change of grade, and approval by the vice president for academic affairs. which will be taken to the office of admissions and records. After approval the request will be given to the office of admissions and records.

Students with grade changes which re-establish financial aid eligibility, must have the changes/corrections on file in the Admissions office and notify the Financial aid office of the changes before the last day of the semester in which they are trying to regain financial aid eligibility. Some restrictions may apply with regard to the federal loan programs and an application deadlines for that semester.

3. If a student fails to meet the required overall grade point average for hours attempted, he/she will be placed on probation or suspension for 1 semester.

<table>
<thead>
<tr>
<th>Credit hours attempted</th>
<th>Cumulative GPA Requirements**</th>
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<tbody>
<tr>
<td>0-30 semester credit hours</td>
<td>1.7</td>
</tr>
<tr>
<td>31 or more semester credit hours</td>
<td>2.0</td>
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4. A student who is on probation must successfully complete the next semester he/she enrolls or face suspension from financial aid.

5. A student who is on suspension will be required to successfully complete 6 hours without federal student aid and earn at least a 2.0 gpa to regain financial aid eligibility.

6. A student who achieves a grade point average of 2.0 or above in the last semester in which the student is enrolled will be considered to be making satisfactory progress.

7. The hours that a student withdraws from are not counted as hours attempted in the Admissions Office but are in the Financial Aid Office. Our Financial Aid Policy at Western states that in order to receive Title IV Federal Aid (Grants, Loans, Work-Study) at Western, your cumulative total of attempted hours cannot be greater than 90 at the time you complete your degree at Western. This includes all hours attempted at any previous accredited college or university, including Western.
Students will need to complete at least 71.1% of the hours they attempt in order to meet this requirement. Students who change majors or decide to pursue a second degree, should be aware of the 90 hour limit. Students who exceed this limit must make an appeal in writing to the financial aid appeals committee. This appeal should include an official degree check completed by the Admissions office for the degree or certificate that the student is pursuing. These appeals are reviewed on a case-by-case basis only.

8. Students who repeat a course may receive aid for the repeated course but should be aware that the repeated course will count toward his/her overall hours attempted. (See number 7). Students who are receiving aid on appeal due to their attempted hours exceeding 90, will only be allowed to be paid for each class listed on their degree check once.

9. Non-credit remedial courses have a credit hour equivalency which is determined by the Admissions office and is also used in the calculation of a students financial aid award. These remedial hours are not counted against students overall maximum attempted hours unless a students fails to make a “satisfactory” grade of “S”. Unsatisfactory grades of “U”, “W”, “AW”, “AU” or “I” count not only against a students overall attempted hours but they also count towards the semester completion rate. These grades do not affect a students gpa.

10. Failure to attend classes on a regular basis can result in the suspension of financial aid.

11. A student who is placed on probation repeatedly may be suspended.

12. A student has the right to appeal. Appeals should be made in writing to the Financial Aid Committee stating his/her case and asking for a hearing. The decision of the committee will be final.

13. A student must also meet the required academic criteria for continued eligibility:

14. Transfer students will enter under the same guidelines as first time students. Students who have not attended a post-secondary school in the past five (5) years or more will be evaluated on individual basis, with the appeal rule in effect.

* I = Incomplete; U= Unsatisfactory; F= Failed; W= Withdrawn; AW= Administrative Withdrawal; AU= Audit

**All courses in which a student has a recorded grade will be counted in the calculation of the grade-point average for retention purposes.