Standards of Satisfactory Academic Progress to Maintain Financial Aid Eligibility

Federal and state regulations require that students receiving financial aid have a responsibility to make satisfactory academic progress (SAP) toward a degree or credential objective in order to remain eligible for financial assistance. The following requirements apply for all periods of enrollment, including Summer, at SSU regardless of whether or not the student received financial aid. Summer financial aid cannot disburse unless SAP for the previous semester has been demonstrated. SAP for all students is conducted at the end of each semester. Appeals of disqualification must be approved within the term of enrollment to receive funding.

General Requirements

- Students must be in good standing according to the Academic Regulations listed in the University Catalog.
- Students are expected to complete the number of units for which they are enrolled and funded. Units are considered completed with the following grades: A, B, C, D, CR (Credit), or RP (Report Progress). Repeated courses that do not count toward graduation requirements may not count as units completed for SAP.
- Grades of I (Incomplete), F, NC (No Credit), W (Withdrawal), WU (Withdrawal Unauthorized), and RD (Report Delayed) do not count as units completed.
- Remedial courses in English and Math can be counted as part of the SAP requirement (up to 24 units allowed).
- Full-time or part-time status is determined as of the last day of the add/drop period.

Undergraduate Student Requirements

- Students are expected to complete their degree objective within the allowable maximum time frame: 186 attempted units or 150 completed units, whichever occurs first. These unit maximums include all previously attempted college work, including transferable work completed elsewhere, regardless of whether or not aid was received. Students with minors, double majors, or who change majors are expected to complete their degree objectives within these maximums. For students in the Saturday BA Completion Program, there is a maximum of 4 terms of attendance at SSU in addition to the unit maximum. Students who exceed these maximums are not eligible for state or federal financial aid.
- Full-time students are expected to complete a minimum of 12 units each semester and part-time students are expected to complete all units attempted.

Post-baccalaureate Student Requirements

- Post-baccalaureate students who have completed more than 45 post-baccalaureate units (exceptions: MA-Couns is 72; MS-Nurs is 96) are not eligible for state or federal financial aid.
- All full-time post-baccalaureate students except Classified Graduates and Conditionally Classified Graduates are expected to complete a minimum of 12 units each semester and part-time students are expected to complete all units attempted. See unit requirements below for Classified Graduates and Conditionally Classified Graduates.

Program-Specific Considerations

Classified Graduates and Conditionally Classified Graduates

- Full-time students are expected to complete a minimum of 8 units (unweighted) each semester and part-time students are expected to complete all units attempted.

Unclassified Graduates

- Unclassified Graduates can only receive financial aid for one 12-month period. The 12-month period begins on the first day of classes for which the student first receives financial aid with this status at any school. Students who have already received financial aid with this status for one 12-month period are not eligible for further financial aid.

Financial Aid Warning and Financial Aid Probation

Financial Aid Warning and Financial Aid Probation are both probationary statuses.

Warning - Students will automatically be placed on Warning in the following circumstances:
• All students except Classified Graduates and Conditionally Classified Graduates  
  o Full-time students who complete 6-11 units will be placed on Warning.  
  o Part-time students who do not complete all units attempted but do complete at least half (50%) of their units attempted will be placed on Warning.

• Classified Graduates and Conditionally Classified Graduates  
  o Full-time students who complete 4-7 units (unweighted) will be placed on Warning.  
  o Part-time students who do not complete all units attempted but do complete at least half (50%) of their units attempted will be placed on Warning.

Probation - Students may be placed on Probation as the result of an appeal of Financial Aid Disqualification. See “Financial Aid Disqualification/Lack of Academic Progress” below.

Students on Warning or Probation may receive financial aid for the next semester of enrollment. However, students must meet the following requirements during the probationary semester or become disqualified for aid thereafter:

• Full-time students must complete a minimum of 12 units (8 unweighted units for Classified Graduates and Conditionally Classified Graduates) to clear their probationary status.  
• Part-time students must attempt at least 6 units (4 unweighted units for Classified Graduates and Conditionally Classified Graduates) and must complete all units attempted to clear their probationary status.

Students placed on Warning or Probation will be notified of the requirements to satisfy the terms of probation by an email notification to their Seawolf Email account.

Students who do not clear their status during the probationary semester will be ineligible for further aid. Exception: Part-time students who do not attempt the minimum required units will have their Warning or Probation continue in the next semester of enrollment if all units were successfully completed.

Financial Aid Disqualification (Loss of financial aid eligibility at SSU)

• Lack of Academic Progress  
  o Full-time students who complete less than 6 units in any semester (4 units for Classified Graduates and Conditionally Classified Graduates) are ineligible for further aid.  
  o Part-time students who complete less than 50% of the units attempted in any semester are ineligible for further aid.  
  o Students who do not clear their status during the probationary semester are ineligible for further aid. Exception: Part-time students who do not attempt the minimum required units will have their probationary status continue in the next semester of enrollment if all units were successfully completed.

• Excessive Units  
  o Students who exceed the maximum allowable attempted or completed units are ineligible for further aid. Saturday BA Completion Program students also have a maximum of 4 terms of attendance at SSU.

• Total Withdrawal  
  o Students who have withdrawn from all courses in two consecutive semesters are ineligible for further aid.

• Academic Disqualification  
  o Students who are academically disqualified are ineligible for further aid. See the Academic Regulations in the University Catalog for further information.

Reinstatement of Eligibility after Financial Aid Disqualification

• Undergraduate students who have lost financial aid eligibility through lack of academic progress or total withdrawal in two consecutive semesters may generally reestablish eligibility by successfully completing a minimum of 12 units as a full-time student. Students may request that their eligibility for aid be reinstated once coursework from a successfully completed semester or quarter can be verified. Reinstatement based on part-time attendance in a term will be considered on a case-by-case basis by the Director of Financial Aid.

• Students who have lost financial aid eligibility through lack of academic progress or total withdrawal in no more than two consecutive semesters may appeal their disqualification using the Satisfactory Academic Progress Appeal form available on the Financial Aid Office web site, www.sonoma.edu/finaid, or from the Financial Aid Office at SSU.

• Students who have not completed all courses required for their educational objective and have exceeded the maximum allowable attempted or completed units or terms may appeal their disqualification using the Excessive Units Appeal form available on the Financial Aid Office web site, www.sonoma.edu/finaid, or from the Financial Aid Office at SSU.

• Appeals of disqualification must be approved within the term of enrollment to receive funding.

• Students whose appeals are denied may appeal the denial to the Director of Financial Aid.

Eligibility for specific financial aid awards and available funding are determined at the time of reinstatement.