



Financial Aid Office
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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 toward a degree or credential objective in order to remain eligible for financial assistance. The following requirements apply for all periods of enrollment at SSU regardless of whether or not the student received financial aid. Satisfactory academic progress for all students is conducted at the end of each semester.

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), SP (Satisfactory Progress), or RP (Report Progress). **Note:** See "Graded Courses/No Unit Credit" on the reverse side.
- Grades of I (Incomplete), F, NC (No Credit), W (Withdrawal), WU (Withdrawal Unauthorized), AU (Audit) and RD (Report Delayed) **do not** count as units completed. **Note:** It is your responsibility to drop unwanted courses from your record. Do not leave it up to other individuals, such as professors.
- Non-baccalaureate (remedial) courses in English and Math can be counted as part of the satisfactory academic progress requirement. Maximum number of non-baccalaureate units allowed is 24.
- 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. (Paralegal is 45 attempted and 36 completed.) 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 the 186 attempted or 150 completed unit maximums. 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. If you are a full-time student and complete at least 12 units each semester or you are a part-time student and complete all units attempted each semester, you will be making the standard expected progress towards your degree objective.

Postbaccalaureate Student Requirements

- Postbaccalaureate students who have **completed** more than **45 postbacc. units** (exceptions: MA Couns is 72; MA Nurs is 96; Paralegal is 45 attempted/36 completed) are not eligible for state or federal financial aid.
- All full-time postbaccalaureate 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. If you are a full-time student and complete at least 12 units each semester or you are a part-time student and complete all units attempted each semester, you will be making the standard expected progress towards your degree/credential objective. (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. If you are a full-time student and complete at least 8 units each semester or you are a part-time student and complete all units attempted each semester, you will be making the standard expected progress towards your degree objective.
 - **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.

Graded Courses/No Unit Credit

If you enroll in the same course beyond catalog limitations, repeat a course for which you received a passing grade, or repeat a course for which you already replaced the grade with a prior repeat attempt, those units will not count toward graduation and may not count as units completed for the purpose of Satisfactory Academic Progress for financial aid purposes.

Financial Aid Probation

There are two types of Financial Aid Probation:

I. Students will automatically be placed on Financial Aid Probation (FAP) in the following circumstances:

- **All students except Classified Graduates and Conditionally Classified Graduates**
 - Full-time students who complete 6-11 units will be placed on FAP.
 - 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 FAP.
- **Classified Graduates and Conditionally Classified Graduates**
 - Full-time students who complete 4-7 units (unweighted) will be placed on FAP.
 - 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 FAP.

II. Students may also be placed on FAP as the result of an appeal of Financial Aid Disqualification. (See “Financial Aid Disqualification/Lack of Academic Progress” below.)

Students on FAP 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 FAP status.
- Part-time students must complete all units attempted to clear their FAP status.

Students who do not clear their FAP status during the probationary semester will be ineligible for further aid.

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

- **Lack of Academic Progress**
 - 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.
 - Part-time students who complete less than 50% of the units attempted in any semester are ineligible for further aid.
 - Students who do not clear their FAP status during the probationary semester are ineligible for further aid.
- **Excessive Units**
 - Students who exceed the maximum allowable attempted or completed units are ineligible for further aid.
- **Total Withdrawal**
 - Students who have withdrawn from all courses in two consecutive semesters are ineligible for further aid.
- **Academic Disqualification**
 - 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 or all units attempted if enrolled as a part-time student in a minimum of 6 units. Students may request that their eligibility for aid be reinstated once coursework from a successfully completed semester, quarter or summer session can be verified.
- Students who have lost financial aid eligibility through lack of academic progress or total withdrawal in two consecutive semesters may appeal their disqualification using the Satisfactory Academic Progress Petition form available in the Financial Aid Office at SSU.
- Students who have exceeded the maximum allowable attempted or completed units may appeal their disqualification using the Excessive Unit Petition form available in the Financial Aid Office at SSU.
- Students whose petitions 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.