



SAP – A Little Training, A Lot of Discussion and Best Practices

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Basic Components: SAP Policy

- **Qualitative Standard** – Is student at a high enough grade point average to reach graduation standards?
- **Quantitative Standard (Pace)** – Is student completing enough hours to finish program within maximum time frame?
- **Maximum Time Frame** – Will the undergraduate student complete the program within 150% of requirements?
- **Evaluation schedule** – How often will SAP be reviewed?



What Changed Since July 1, 2011?

- SAP regulations clearly outline required elements that must be present in an institutional SAP policy
- Institutions that monitor SAP each payment period have more flexibility





What Changed Since July 1, 2011?

- Appeal process
 - Financial aid warning, financial aid probation, pace
 - Requirements of an academic plan
- Inclusion of transfer hours
- Repeat coursework



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Determining Satisfactory Academic Progress

Students must be reviewed at regular intervals to determine if satisfactory progress requirements are being met



Financial Aid Warning

- Can only be used if checking SAP each payment period
- Assigned automatically and student is still eligible to receive aid during the financial aid warning term
- Students do not need to appeal to be given financial aid warning status
- If SAP standards are not met during financial aid warning term, an appeal can be filed





Financial Aid Probation

- If SAP is checked annually, student may appeal to have a financial aid probation term to meet minimum requirements
- If SAP is checked each term, student may appeal if after financial aid warning term SAP standards are not met
- Financial aid probation may be for one term or multiple terms based on an Academic Plan





Academic Plans

An Academic Plan for an approved appeal may state specific conditions that must be met such as:

- Register for fewer credit hours
- Certain term grade point average required
- May only take certain courses





Academic Plans

- May be as simple as a calculation or as detailed as a class by class schedule
- May require buy-in from other offices on campus such as Academic Advising/Counseling



Pace

(previously known as Quantitative)

- Pace is defined as the student's progression to ensure completion within the maximum time frame
- Pace must be measured at each evaluation
- A graduated pace standard is still permitted; i.e., 1st term – 50%; 2nd term – 60%; 3rd term – 70%



Calculating Pace Progress

Cumulative number of credit hours completed

Cumulative number of credit hours attempted

=

Pace Progress

Example: 9 hours completed / 12 hours attempted = 75% pace





Transfer Hours

- Now required to count transfer hours accepted at your institution as both attempted and completed hours in SAP
- Transfer students may now have slight advantage over other students





Repeated Coursework and SAP

If institution allows repeat coursework:

- **Unlimited repeated courses could be funded if student has not passed the course**
- **Only one repeat of course could be funded with Title IV aid if student has previously passed the course**





Who Needs to Be Involved?

- Financial Aid Office
- Registrar?
- Admissions?
- Students?
 - Focus group to make sure they understand the requirements?
- Faculty?





Group Discussion

Time to Answer Your SAP Questions





Conclusion

SAP – what is required?

- **Quantitative (Pace)**
- **Maximum time frame**
- **Qualitative (GPA)**
- **Transfer credits included**
- **All must be communicated to students**





SAP Policy

A school's policy must describe the effect of the following on SAP:

- Course incompletes
- Withdrawals and absences
- Repeat coursework
- Remedial, enrichment and ESL classes
- Audited and pass/fail courses
- Transfer and consortium courses
- Changes in course of study/major





Questions



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