

University of California, San Diego - Financial Aid Office

Graduate Satisfactory Academic Progress (SAP) Standards For Financial Aid Eligibility

I. GENERAL PROVISIONS

The U.S. Department of Education requires that in order to receive student financial aid under the programs authorized by Title IV of the Higher Education Act, a student must be maintaining satisfactory academic progress in their course of study she or he is pursuing according to the standards and practices of the institution in which she or he is enrolled. The Title IV graduate programs administered by the Financial Aid Office of the University are: Federal Direct Loans (Subsidized and/or Unsubsidized) and Federal Direct Graduate PLUS loans. Need-based university and state financial aid eligibility will also be administered under these Satisfactory Academic Progress standards. These programs include the Graduate Opportunity Grant, Grant In Aid, California Graduate Fellowship, and University Loans.

Following the final grade processing for the spring quarter, those students who are not meeting the Satisfactory Academic Progress standards will be notified of their possible ineligibility to receive further financial aid for the following academic year. The following Satisfactory Academic Progress standards for UCSD graduate financial aid eligibility must be met during the current academic year and the following summer in order to receive Title IV, University and State need-based financial aid for the following academic year:

II. SATISFACTORY ACADEMIC PROGRESS STANDARDS FOR FULL-TIME GRADUATE STUDENTS

- A) **Unit Standards:** Students must complete and receive credit (NR, I, F, U, W, IP grades excluded) for 36 units during the academic year and the following summer. For students not attending the following summer this will equate to a minimum average of 12 units per quarter of enrollment (see section IV). Students are not eligible for current year aid for quarters in which they are enrolled for less than 6 units.
- B) **Grade Standards:** Students must maintain a minimum cumulative UC grade point average of 3.0. Students on a Satisfactory/Unsatisfactory grading system cannot accumulate more than a total of 8 units of "U" grades. **NOTE:** Our SAP procedures include a review of your cumulative UC GPA prior to the start of Fall Quarter which includes UCSD summer session grades. Although your GPA may have met the SAP standards of 3.0 at the end of the academic year, if your cumulative UC GPA falls below the standards at the end of summer session, your financial aid eligibility status for next year will be affected.
- C) **Pace:** Students must progress towards their educational degree to ensure completion of the program within the maximum timeframe. Pace is measured annually prior to the start of the following Fall Quarter and includes UCSD summer session courses. A student's pace is calculated by dividing the cumulative number of courses successfully completed (NR, NP, I, F, W, IP grades excluded) by the cumulative number of courses attempted. The resulting pace percentage must be equal to or greater than the required pace percentage by grade level: First Year Grad 30%; Second year and beyond 66%. If you do not meet the pace requirement and you feel your situation is exceptional, please refer to the Financial Aid Office for a review and possible appeal.
- D) **Duration Limits:** There are limits on the type and availability of aid for graduate students enrolled in various degree and certificate programs. These limits apply whether or not the student received aid or withdrew after the deadline to add classes (typically the end of 2nd week) and are based on a reasonable time to complete the degree or certificate. "All Aid" funding includes the Federal Direct Loans (Subsidized, Unsubsidized and/or Graduate PLUS) and UCSD aid - i.e. Grants and University Loan. "Limited Aid" funding refers to the Federal Direct Loan only. For example, a Ph.D. student is eligible for 18 quarters of "All Aid" funding and 3 additional quarters of limited funding. After the 21st quarter funding would not be available. These limits apply only to aid awarded through the Financial Aid Office.

Full Time Quarter of Eligibility *

	PhD/DMA	MFA	MA/MS/ MPIA/MBA	MA/Cred (EDS)	M.Ed	M.Eng
All Aid	18	9-10**	7	9 ***	5 – 10 ****	4
Limited Aid	+3	+1	+1	+1	+1	+1

- * Two quarters of Graduate Studies approved half-time status would count as one quarter.
- ** Based on individual program requirements.
- *** Includes summer sessions.
- **** Includes summer sessions. Based on individual program requirements.

III. SATISFACTORY ACADEMIC PROGRESS STANDARDS FOR APPROVED HALF-TIME GRADUATE STUDENTS

- A) **Approved Status:** To meet the Satisfactory Academic Progress standard the student's half-time status must be **approved by the Office of Graduate Studies**.
- B) **Unit Standards:** **NOTE:** Although half-time students may register for 4 units, **to meet financial aid standards for Satisfactory Academic Progress the student must complete 18 units during the academic year and the following summer. For students not attending the following summer, this will equate to a minimum average of 6 units per quarter of enrollment** (see section IV). For current year aid, the student must be enrolled in 6 units each quarter that aid is received.
- C) **Grade Standards:** Students must maintain an overall grade point average of at least 3.0. Students on a Satisfactory/Unsatisfactory grading system can not accumulate more than a total of 8 units of "U" grades.
- D) **Duration Limits:** Two quarters of approved half-time enrollment will equate to one quarter in the full time chart above (see section II, C.).

IV. ADDITIONAL SATISFACTORY ACADEMIC PROGRESS UNIT REQUIREMENT INFORMATION

- A) Students who withdraw for the quarter after the deadline to add classes (typically the end of 2nd week) are considered enrolled for the quarter and are still required to meet the unit standards (see II or III above) prior to the following fall quarter. Students who withdraw for the quarter up to the deadline to add classes are not required to complete the units and that quarter would not be counted in determining financial aid duration eligibility.
- B) Students who participate in the Education Abroad Program are considered to have maintained Satisfactory Academic Progress standards during the period of their study abroad in conjunction with the academic standards for admission into the program.
- C) Repeated courses will count as units completed if the student receives university credit for those courses and will also be counted as workload units in determining current year aid eligibility. If students are repeating courses for classes which they have already passed, the courses may be repeated only once.
- D) Courses in which a student does not receive credit will not count toward units completed for Satisfactory Academic Progress, though they will be counted as workload units in determining current aid eligibility.
- E) Units taken at another college or UCSD Extension concurrent with enrollment at UCSD are not counted toward the number of units required for Satisfactory Academic Progress and are not considered in determining current year aid eligibility.

V. SECOND PH.D. or Masters Degree, NON-DEGREE, SUMMER SESSION AND EXTENSION STUDENTS, MASTERS OF ADVANCE STUDY

- A) Students pursuing a second Ph.D., or Masters degree are eligible for "All Aid" funding consideration only if they have not completed their maximum quarters of post baccalaureate attendance for their current degree program (refer to chart for Full Time Quarter of Eligibility). After that, Federal Direct Loans may be the only funding available for those students up through the Limited Aid number of quarters of post baccalaureate attendance. The quarterly unit standard and an overall 3.0 grade point average standard also apply to second degree students.
- B) Non-Degree and Extension students are not eligible for need-based funding of any kind at UCSD.
EXCEPTION: Non-Degree students may be eligible to apply for a Federal Direct Loan if enrolled at least half-time in a course of study necessary for enrollment in a program leading to a degree or certificate (contact the Financial Aid Office for documentation requirements). This eligibility is limited to one academic year. The 12 unit per quarter standard and the 3.0 cumulative grade point average standards also apply in determining eligibility.
- C) Masters of Advance Study and other graduate self supporting program students are eligible to apply for Federal Direct Loan(s) if enrolled at least half-time.

VI. FINANCIAL AID INELIGIBILITY

New Federal changes regarding Financial Aid Ineligibility: Effective July 1, 2011, students who fail to meet SAP standards prior to the start of the following Fall Quarter (which includes UCSD Summer Session and transferable units from other colleges other than UCSD) will be ineligible for further financial aid.

One Time Transition Year for 2011-12: A ONE-TIME ONLY cross-over transitional probationary year will be granted for students who have not previously used a financial aid probationary year. This only applies for the 2011-12 academic year.

Student Students who fail to meet SAP and become ineligible for financial aid will have the option to complete the appeal process (see section VII below).

- A) **UNITS:** Students who are not meeting the unit standard for SAP have until the start of the following Fall Quarter to complete the deficiency of units by completing courses during summer. These units will be counted toward UCSD's Satisfactory Academic Progress requirements providing the units can be used to meet the student's degree objective. Before attending summer session, the student should check with OGS and her/his graduate department to ensure the units will be counted toward the degree objective. Verification of course relevancy from the department must be submitted to the Financial Aid Office for students completing summer session courses. The Financial Aid Office will verify your summer session courses and update your SAP standing.
- B) **GPA:** Students who do not meet the 3.0 overall GPA standard may only raise their GPA by completing courses at UCSD's summer session (excluding UCSD Extension) or at any other UC campus (excluding other UC Extensions). Verification of course relevancy from the department must be submitted to the Financial Aid Office for students completing summer session courses. The Financial Aid Office will verify your summer session courses and update your SAP standing.

VII. APPEALS:

Appeals may be submitted if there are "exceptional" circumstances that affected your ability to meet the SAP standards.

- A) Students must provide documentation of the "exceptional" circumstances.
- B) Students must meet with the department advisor to develop a written Academic Plan toward meeting graduation requirements.
- C) An additional probationary period(s) may be granted by the Financial Aid Satisfactory Academic Progress Appeals Committee.
- D) Students may not re-appeal if their appeal has been denied.
- E) Students are generally limited to only one appeal during their period of attendance at UCSD

VIII. FINANCIAL AID PROBATION

Students whose appeals are approved for further financial aid, may continue to receive financial aid on a probationary quarter-by-quarter basis. The length of the probation period varies depending on the Academic Plans completed with the department advisor. During the financial aid probationary period, students must maintain the requirements outlined on the Academic Plan. Failure to meet the requirements for subsequent quarter(s) will result in loss of further financial aid eligibility. Additional appeals will generally not be available, unless "exceptional" circumstances that are "new developments" over and above the previous circumstances addressed in the student's Satisfactory Academic Progress plan developed with Academic Advising.

For more information regarding these standards, please contact the Financial Aid Office (858) 534-4480.