

# University of California, San Diego - Financial Aid and Scholarships Office

## Undergraduate Satisfactory Academic Progress (SAP) Standards for Financial Aid Eligibility

### I. GENERAL PROVISIONS

The U.S. Department of Education requires that in order to receive financial aid under the programs authorized by Title IV of the Higher Education Act, all students must maintain satisfactory progress in the course of study the student is pursuing according to the standards and practices of the institution in which the student is enrolled. The Title IV programs administered by the University are: Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Work-Study, Federal Direct Loans (Subsidized and/or Unsubsidized) and Federal Direct Parent PLUS Loans. These standards also apply to the Cal Grant programs, Middle Class Scholarships and University need-based aid for students submitting the FAFSA (Free Application for Federal Student Aid) and/or the California Dream Act Application and the Scholar-Athlete Award.

An annual review of academic records will be completed prior to the start of the Fall Quarter. Those students who are not meeting the Satisfactory Academic Progress standards will be notified of their possible ineligibility to receive further financial aid. The following Satisfactory Academic Progress standards for UCSD undergraduate financial aid eligibility must be met prior to the start of fall in order to receive Title IV, University and State need-based financial aid or Scholar-Athlete Award funds for the following academic year.

### II. SATISFACTORY ACADEMIC PROGRESS STANDARDS FOR UNDERGRADUATE STUDENTS

**A) Grade Standards:** Students must maintain a minimum cumulative UC grade point average of 2.0, except for Scholar-Athlete Award funds, these require a minimum cumulative UC grade point average of 2.6. **NOTE:** Our SAP procedures include a review of your cumulative UC GPA prior to the start of the following Fall Quarter which includes UC summer session grades and accepted UC transfer credit. Although your GPA may have met the SAP standards of 2.0 (or 2.6 for Scholar Athlete Awards) 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 the following year will be affected (Students on an approved annual SAP contract are held to the GPA requirement in their contracts). Remedial courses do not count towards the required cumulative UC GPA.

**B) 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 UC summer session courses and accepted transfer credit. 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: Freshman (0-44 units) 30%; Sophomores (45 – 89 units) 50%; Junior & Senior (90+ units) 66%. For Readmitted students, the required pace percentage is 50% for the year readmitted. If you do not meet the pace requirement and you feel your situation is exceptional, please refer to the Financial Aid and Scholarships Office for a review and possible appeal. Remedial courses are included to measure Pace. However, Advanced Placement (AP) and/or International Baccalaureate (IB) credits are not.

**Maximum Time Frame:** Students must complete their degree within a specific amount of time. The unit limit varies depending on the number of units required to complete the degree. Maximum Time Frame is measured annually prior to the start of the following Fall Quarter and includes UC summer session courses and accepted transfer credit (excluding Advanced Placement (AP) and/or International Baccalaureate (IB) credits). Students may not exceed 150% of the published length of their educational program. Maximum Time Frame is measured at each evaluation point. A student becomes ineligible at the evaluation point in which it is determined the degree cannot be completed within the Maximum Time Frame limits. Students will be notified and must appeal for further financial aid when they are *approaching* 150%. Students pursuing a double major or dual degree should note that once a student completes requirements for one major or degree, financial aid eligibility is limited.

- Each college has set a minimum requirement for a bachelor's degree equivalent to at least 180 units. Students enrolled in a degree program requiring more than 180 units for a bachelor's degree will be reviewed on a case by case basis.

Example: An undergraduate student who is required to complete 180 units to graduate will become ineligible for financial aid at the point it is determined the degree cannot be completed within 270 attempted units (once you reach 258+ units).

Appeal of the maximum time frame will be considered for the following:

- Double majors and change of majors
  - Note: If an appeal is approved for a "double major", Direct Loans will be available (aggregate limits apply). Federal Work Study funds will be awarded based on the availability of funds.
- Transfer credits that do not apply to degree program

**C) Eligibility Limits:** There are limits on the number of quarters of attendance during which students may be eligible for aid. 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 timeframe to complete a degree.

**1) First 18 quarters:** During the first 18 quarters of attendance, students are eligible for UCSD campus-based aid (grants, work-study, University loans and scholarships) and the Federal Direct (Subsidized and/or Unsubsidized) Loan, Federal Direct Parent PLUS loan and Federal Pell Grant, assuming federal limits are not exceeded. The Cal Grant is available for the first 4

years of attendance unless the student is in a mandatory five year program as determined by the university. Federal Pell Grant is limited to six years of eligibility. Students also may not exceed federal aggregate limits.

First-time Direct Loan borrowers with no outstanding loan balance borrowing on or after July 1, 2013 are limited to the maximum period of time (measured in academic years) that you can receive Direct Subsidized Loans. In general, you may not receive Direct Subsidized Loans for more than 150% of the published length of your program (six years of eligibility).

**2) 19 quarters and after, if within “Maximum Time Frame”:** Students are only eligible for “Limited Aid” funding – i.e., the Federal Pell Grant, Federal Direct (Subsidized and/or Unsubsidized) and Federal Direct PLUS loans, assuming federal limits are not exceeded. No exceptions will be made for additional UCSD grant after 18<sup>th</sup> quarters of attendance.

**Transfer Students:** Students admitted as transfers to UCSD from another college are assumed to have entered with the equivalent of two years or six quarters toward the 18 quarter eligibility limits. Transfer credits count towards a student’s Pace and Maximum Time Frame. However, only transfer credits from another UC will count towards the GPA standard requirement.

**Approved part-time status:** Two quarters of approved part-time enrollment will equate to one quarter towards the 18 quarter eligibility limits.

**Withdrawals:** Quarters in which the student withdraws **prior to** the add deadline would not be counted toward the eligibility limits.

**Scholar-Athlete Awards:** Eligibility limits of funds are determined on an annual basis and not to exceed NCAA limits.

**Readmitted Students:** Students who are not meeting GPA, Pace and/or Maximum Time Frame upon their return, are not eligible for further aid and have the option to submit an appeal for reconsideration of aid eligibility (see VII below).

**Remedial Courses:** Courses are reviewed for completion at the end of the academic year (or quarterly if on an active SAP contract). Remedial courses will not count towards GPA. They count toward Pace and Maximum Time Frame.

**Repeated Courses:** The first 16 units of courses that have been repeated by an undergraduate student and for which the student has received a grade of D, F, or NP shall not be used in grade-point calculations unless the course is repeated by a student who has admitted to or been found guilty of academic dishonesty; in which case the units for both the initial course and the repeated course shall be counted in grade-point calculations.

Generally, repeat courses are included in units passed but not GPA. Repeated courses are adjusted in accordance with UCSD academic policies. See the transcript addendum repeat codes and what they mean by following this link: <https://blink.ucsd.edu/instructors/academic-info/grades/repeat.html>

### III. SATISFACTORY ACADEMIC PROGRESS (SAP) STANDARDS FOR PRE-MATRICULATED STUDENTS

Pre-matriculated refers to newly admitted students who attend the summer prior to their admitted term. Pre-matriculated students should consult with academic advising and only take courses recommended by their advisors. Any Pre-matriculated students who apply for financial aid during their admitted school year will be measured by these standards whether or not they received financial aid during the summer prior to their admitted term.

**Note:** Students must enroll in a minimum of 6 units during summer to be eligible to receive summer financial aid, with the exception of some Federal Pell Grant awards. See the financial aid website (fao.ucsd.edu) for summer financial aid application and eligibility requirements. Summer is considered part of the prior school year for undergraduate financial aid awarding.

#### POLICY

Pre-matriculated students who withdraw from any summer course(s) after the course refund deadline (summer.ucsd.edu/calendar) are considered enrolled and are held to the GPA and Pace standards below. Students who withdraw from the summer session by the course refund deadline will not be held to these standards.

A) **Grade Standards:** Students must maintain a cumulative UC grade point average of 2.0.

**Pace:** Students must progress towards their educational degree to ensure completion of the program within the maximum timeframe. 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: Freshman (0-44 units) 30%; Sophomores (45 – 89 units) 50%; Junior & Senior (90+ units) 66%. Advanced Placement (AP) or International Baccalaureate (IB) credits are not included in the PACE calculation.

B) Pre-matriculated students who fail to matriculate in the Fall and receive summer financial aid, would not be eligible for summer aid received and would be responsible to repay the aid.

### IV. ADDITIONAL SATISFACTORY ACADEMIC PROGRESS INFORMATION

Students who participate in the UC Education Abroad Program are considered to have maintained Satisfactory Academic Progress standard during the period of their study abroad in conjunction with the academic standards required for admission into the program.

## V. CONCURRENTLY ENROLLED AND EXTENSION STUDENTS

Concurrently enrolled students may only receive financial aid based on enrolled units at UCSD. Extension students are not eligible for funding of any kind at UCSD.

## VI. FINANCIAL AID INELIGIBILITY

Students who fail to meet SAP requirements (described previously in Section II) and become ineligible for financial aid will have the option to complete the appeal process (see VII below).

Students who fail to meet SAP requirements and enroll without benefit of financial aid, will use a quarter of eligibility that will apply towards the 18 quarter eligibility limits.

- A) **GPA:** Students who do not meet the 2.0 (or 2.6 for Scholar-Athlete Awards) overall GPA standards have until the start of the following Fall Quarter to raise their GPA's by completing courses at UCSD's summer session (excluding UCSD Extension) or at any other UC campus (excluding other UC Extensions). Students who attend colleges other than UCSD during summer will be required to notify the Financial Aid and Scholarships Office in order for the office to follow-up for GPA verification after official grades have been recorded with the Registrar's Office (Students on an approved annual SAP contract are held to the GPA requirement in their contracts).
- B) **PACE:** Students who are not progressing towards their educational degrees within the maximum timeframe have until the start of the following Fall Quarter to resolve the deficiency.
- C) **MAXIMUM TIME FRAME:** Students may not exceed 150% of the published length of their educational program. Student may regain eligibility based on an approved Maximum Time Frame appeal. (see II,C. above).

## VII. APPEALS FOR INELIGIBILITY

Appeals may be submitted if deficiencies are not resolved prior to the start of Fall Quarter if there are "exceptional" circumstances that affected your ability to meet the SAP standards.

- A) Students with cumulative UC GPA, PACE, or Maximum Time Frame deficiencies may provide documentation/proof of the "exceptional" circumstances and also must have met with BOTH your major department advisor and your college Academic Advising Office in order to complete a Financial Aid Academic Plan.
- B) Probationary period(s) will be based upon the appeal type and the Financial Aid Academic Plan.
- C) If an appeal is denied, students may re-appeal the following quarter after demonstrating improvement in academic progress from the previous quarter.
- D) Subsequent appeals are considered based on exceptional circumstances and/or new developments.

## VIII. FINANCIAL AID PROBATION

Students whose appeals are approved for further financial aid may continue to receive financial aid on a probationary basis according to their appeal type and/or Financial Aid Academic Plan. The length of the probation period varies depending upon the Financial Aid Academic Plan completed by BOTH the major department advisor and the college Academic Advisors. During the financial aid probationary period, students must maintain the requirements outlined on the Financial Aid Academic Plan. Revised Financial Aid Academic Plan are accepted if approved by the college Academic Advisors and updated by both major department advisor and the college Academic Advisors by the appropriate deadlines. 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 have occurred that are "new developments" over and above the previous circumstances addressed in the student's previous Satisfactory Academic Progress appeal.

## IX. REESTABLISHING AID ELIGIBILITY

If a student fails to meet any of the Satisfactory Academic Progress standards outlined in Section II., eligibility may be regained for the categories below without regard to the appeal process by completing the specified course of action (a student will be considered for campus based and federal aid pending the availability of funds).

- A) **Grade Standards:** If students fail to meet the minimum cumulative grade point average of 2.0 (2.6 for Scholar-Athletes), students may continue to enroll in courses, provided in good academic standing with the University, without financial aid funding. Upon regaining a minimum cumulative grade point average of 2.0, students would regain eligibility assuming all other Satisfactory Academic Progress standards are met (Students on an approved annual SAP contract are held to the GPA requirement in their contracts).
- B) **Pace:** If students fail to meet the appropriate pace percentage according to the grade level, students may continue to enroll in courses, provided in good academic standing with the University, without financial aid funding. Upon regaining the appropriate minimum Pace percentage, students would regain eligibility assuming all other Satisfactory Academic Progress standards are met.
- C) **Maximum Time Frame:** If students reach Maximum Time Frame, students may continue to enroll in courses, provided in good academic standing with the University, without financial aid funding.

For more information regarding these standards and/or forms, please contact the Financial Aid and Scholarships Office (858) 534-4480