Office of Financial Aid

Satisfactory Academic Progress (SAP)

Federal and State financial aid regulations require Solano Community College (SCC) to establish, publish, and apply qualitative, quantitative and incremental standards by which SCC can determine whether a student requesting and/or receiving financial aid is maintaining Satisfactory Academic Progress (SAP) in his/her course of study. Financial Aid requires a declared major and enrollment in a Title IV eligible program (16 or more units in length.) Solano Community College Financial Aid Office evaluates all three standards along with specific institutional policies to determine a student's eligibility. Satisfactory Academic Progress (SAP) will be evaluated at the end of each semester. Each SAP evaluation includes both the semester and cumulative grade point average (GPA) and pace of progression completion rate.

These standards apply to students receiving assistance from the following:

Federal Pell Grant

Federal Supplemental Opportunity Grant (FSEOG)

Cal Grant B & C

Federal Direct Loan Programs

Full-time Student Success Grant (FTSSG)

California Chafee Grant for Foster Youth

Federal Work Study (FWS)

Satisfactory Academic Progress (SAP) Standards:

- Grade Point Average (GPA)
- Pace of Progression
- Maximum Timeframe
- Institutional Policies

Qualitative-Grade Point Average (GPA)

- Students must have a cumulative GPA of 2.0 on a 4.0 scale.
- Grades for remedial and ESL courses count in the GPA calculation.

Quantitative-Pace of Progression

- Students must complete at least 67% of the cumulative number of SCC units attempted at each SAP evaluation
- Completion rate is computed by dividing the total number of institutional units completed by the total number of units attempted.

Quantitative-Maximum Time Frame

- A student may not exceed 150% of published units of the program in which the student is enrolled.
- Example: For degree and transfer programs of 60 units, maximum time frame is 90 units.
- For eligible certificate programs, maximum time frame varies (i.e. 30 unit program = 45 units maximum, 18 unit program = 27 units maximum).
- All completed units are counted in the calculation of the 150% program limits

Institutional Policies

- Remedial/ESL coursework may be excluded from the Pace and Maximum Time Frame calculations
- Institutional course Incompletes and Ws are included in the calculation.
- Only transfer credits that count towards the student's current program must be counted. Incompletes, F's and W's transferred from other schools may be discounted from quantitative (pace) calculation upon appeal.
- Units from prior programs may be discounted upon appeal; only two changes of major allowed.

Warning

- Students not making SAP will be automatically placed on one term of "Warning" status.
- SCC uses SAP Warning status for students identified as not cumulatively meeting cumulative overall SAP standards for one term.
- Students may receive financial aid during the warning period.
- Students who meet the cumulative overall SAP standards at the end of their Warning semester become fully eligible again in the following term.
- Students not making SAP at the end of the warning period are determined to be ineligible for financial aid

Re-establishing Eligibility

- Students may reestablish their eligibility by taking classes without receiving Federal financial aid, and meeting the 67% completion rate and minimum cumulative GPA of 2.0.
- Any grade changes will be assessed at the request of the student.
- Sitting out one semester or longer will not reestablish eligibility.

Student Appeals for Extenuating Circumstance

- Students determined ineligible for Federal Financial Aid due to unsatisfactory academic progress may submit an appeal one-time only for GPA/Pace, and once for Max Timeframe, based on extenuating circumstances. Exceptions made by FAO on a case-by-case basis.
- Students who have appealed prior to effective date of the current policy may appeal one time only under the current policy.
- Appeals require the following documentation:
    - Typed, signed, and dated statement indicating what extenuating circumstance caused the student to fall below the SAP standards, and what has changed that will allow the students to meet the standards and successfully complete their program of study
    - Any applicable documentation of extenuating circumstances
    - A comprehensive Student Education Plan (SEP)
    - A Financial Aid Review from National Student Loan Data System (NSLDS)
    - Progress Report may be required prior to final determination.
- Outcome is a Professional Judgment decision, case-by-case and not capricious nor discriminatory.

Probation

- Approved appeals result in the student being placed on SAP probation.
- Students may receive financial aid during terms of probation.
- Students must meet the SAP standards and make consistent academic improvement by the end of each probationary term.
    - Students may be approved for up to four terms of probation, except for those with higher-unit majors (e.g., Engineering, RN, Bachelor's Degree Program), which may be approved for up to eight probationary terms.

PLEASE NOTE: Students will become ineligible if they have exceeded the Maximum Timeframe of 90 units attempted, which supersedes the SAP status standings of Satisfactory, Warning, and Probation.

Students may access their Satisfactory Academic Progress (SAP) status on their MySolano account by following these steps:

1) Log in to MySolano https://my.solano.edu/cp/home/displaylogin with username and password.
2) Click "FinancialAid" tab along the top.
3) Click "Financial Aid Status" link under "Financial Aid Requirements," "Select Aid Year."
4) Click on "Academic Progress"tab.

Student may access their Solano College "Transcript Totals" by following these steps:

1) Log in to MySolano https://my.solano.edu/cp/home/displaylogin with username and password.
2) Click on "Student" tab along the top
3) Click on "Transcripts" (Official & Unofficial) under "Student Records" on the right side
4) Click on "Unofficial Transcripts"
5) Click on "Submit" underneath "All Levels" and "Web Unofficial"
6) Click on "TranscriptTotals"

Please READ and SIGN Below (Please fill out in blue or black ink)

I have read and understand the Financial Aid Satisfactory Academic Progress Standards described above and have kept a copy for my records.

Print Name:_____ Student ID#: _____
           Last Name   First Name   M.I.

Signature:_____ Date: _____