

# Satisfactory Academic Progress – New York State Aid

## University of Rochester Financial Aid Office

### University Policy, effective as of the fall 2016 semester - Undergraduates

Undergraduate students in the College of Arts, Sciences, and Engineering must achieve a specified cumulative GPA and accumulate a specific number of credit hours at the end of each semester. They must also complete a defined percentage of the attempted credit hours in the term prior. Failure to meet these standards, which are based on New York State regulations, will result in the loss of eligibility for New York State financial assistance. Transfer students enter the charts based on the number of credits transferred (16 credits equals one semester of attendance).

The College Center for Advising Services, the Dean of Students Office, and the Office of Minority Student Affairs are informed of all students who are not making Satisfactory Academic Progress, so that they can provide appropriate support services.

Undergraduate students must achieve the specified cumulative GPA\* at the end of each semester:

At the end of this semester and before the next payment:	1	2	3	4	5	6	7
A student must have successfully completed at least this many credits...**	6	15	27	39	51	66	81
And have at least this GPA...	1.5	1.8	1.8	2.0	2.0	2.0	2.0
Prior Semester Credits Completed**	6	9	9	12	12	12	12

A separate chart is used for students enrolled in the Arthur O. Eve Higher Education Opportunity Program:

At the end of this semester and before the next payment:	1	2	3	4	5	6	7	8	9
A student must have successfully completed at least this many credits...**	3	9	21	33	45	60	75	90	105
And have at least this GPA...	1.1	1.2	1.3	2.0	2.0	2.0	2.0	2.0	2.0
Prior Semester Credits Completed**	6	9	9	12	12	12	12	12	12

\*Grades for classes that are being ignored as part of Academic Support's academic re-evaluation process must be included in the SAP GPA calculation.

Undergraduate students are eligible for a maximum of 8 semesters of NYS Aid with the exception of HEOP students who are eligible for a maximum of 10 semesters.

\*Incompletes cannot be included unless they are resolved to a passing or failing grade by the end of the following term. Failing grades are included in the number of courses completed per semester. Only passing grades are included in the number of courses earned.

\*\*Note: "W" grades will not satisfy this requirement. Grades for repeated courses, for which students have already received credit (D-, D, D+, C-) are excluded when calculating the semester hours required for TAP eligibility. Full time students repeating a course for which they have already received credit must carry 12 additional credit hours to be eligible for certification for TAP and other New York State programs. All students who have applied and been found financially eligible for TAP will be certified by the University if they are registered full time as of the TAP Certification Date.

**Loss of Good Academic Standing:** Students who lose good academic standing in a term when they receive a state grant or scholarship are not eligible for an award for the next term.

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**Reinstatement of Good Academic Standing:** Students who have lost good academic standing may restore this standing in one of the following ways:

1. Make up past academic deficiencies by completing one or more terms of study without receiving any state grants or scholarships;
2. Be readmitted to school after an absence of at least one calendar year; or
3. Transfer to another institution; or
4. Be granted a waiver.

**One-time Waiver:** NYS permits students to receive a one-time waiver of the good academic standing requirement as an undergraduate and a one-time waiver as a graduate student. *Note: Students are required to maintain a C-Average (2.0 cumulative GPA) after receiving the equivalent of two or more full years of NYS aid. Waivers of the C-Average requirement are separate from the one-time waiver and may be granted more than once if circumstances warrant.*

Students may be eligible to receive a waiver for state aid if one of the following extenuating circumstances has resulted in failure to meet the stated requirements:

1. Death of a relative
2. Personal injury/illness
3. Other extenuating circumstance if it directly resulted in your failure to meet the NYS requirements.

**To be considered for a waiver, you must submit a written appeal to your financial aid counselor.** If the waiver is granted, your NYS awards will be reinstated for the semester; however, your academic progress must improve to meet the minimum requirements prior to the start of the following semester. Appeals will be reviewed by the student's Financial Aid counselor, the Sr. Associate Director, and where necessary, the appeals committee. Students will be notified in writing as to the outcome of their appeal once the Sr. Associate Director has reviewed all aspects of the written appeal.

You must provide the following information in your letter. Be sure to include any relevant supporting documentation.

1. A detailed explanation of the reasons why you are not performing well academically (if medical issues, provide details of consultations)
2. How you attempted to handle the situation at the time and how you plan to handle the situation going forward
3. Describe what steps and resources you plan to use to help you get back to meeting academic standards

If you plan to meet standards by completing incomplete courses, through summer enrollment, or by transferring credits previously taken, this should also be detailed in your letter.