

**STUDENT FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY**

The Division of Financial Aid is required by federal regulation to determine whether a student is enrolled in a degree-seeking program and is meeting satisfactory academic progress requirements. The student’s official academic record maintained by the Office of the Registrar is reviewed to determine student compliance with this policy. The Purdue University General Information Bulletin contains information about academic regulations, grade definitions, and scholastic index definitions.

**Grade Point Average Requirements**

A student will be considered to be on financial aid probation if he/she is considered to be on scholastic probation. A student will be considered ineligible for financial aid if he/she is dropped from the University due to academic deficiency. Students who are dropped from the University for academic deficiency must be out of the University for at least one semester (not including summer session) and must submit separate appeals for readmission (through the Office of the Dean of Students) and financial aid eligibility reinstatement (through the Division of Financial Aid Review Committee).

**Probation Status:**

A candidate for an associate or baccalaureate degree shall be placed on scholastic probation if his/her semester or graduation index at the end of any semester is less than that required for a student with his/her classification as shown in Table A. A student on academic probation shall be removed from that status at the end of the first subsequent semester in which he/she achieves semester and graduation indexes equal to or greater than those required for a student with his/her classification as shown in Table A.

**TABLE A: Index Levels for Probation**

<u>Year</u> <u>Classification</u>	<u>Semester</u> <u>Index</u>	<u>Graduation</u> <u>Index</u>
0 and 1	1.5	1.5
2	1.5	1.6
3	1.6	1.7
4	1.6	1.8
5	1.7	1.9
6	1.7	2.0
7	1.7	2.0
8 and up	1.7	

**Drop Status:**

A student on scholastic probation shall be dropped from the University if, at the close of any regular semester, his/her graduation index is less than that required of a student as shown in Table B or he/she receives failing grades (F or WF) in six credit hours or more for the semester. This rule shall not apply for the semester in which the student completes all requirements for his/her degree.

**TABLE B: Index Levels for Dropping**

<u>Year</u> <u>Classification</u>	<u>Graduation Index</u> <u>Less Than</u>
0 and 1	1.3
2	1.4
3	1.5
4	1.6
5	1.7
6	1.8
7	1.9
8 and up	2.0

**Graduate/Pharmacy/Veterinary Medicine Students:**

A graduate student is expected to maintain a graduation index of 3.0. Graduate student progress will be reviewed each semester by the Graduate School and the student’s department. Should the student fail to perform on a level satisfactory to the advisory committee or to the dean of the Graduate School, he/she may be asked to discontinue graduate study at Purdue.

A pharmacy doctorate or undergraduate student whose semester or cumulative core course grade point average falls below 2.0 at the end of any semester will be placed on scholastic probation. Two consecutive semesters with either a semester or cumulative core course grade point average below 2.0 will result in dismissal from the pharmacy school.

A veterinary medicine student’s academic progress will be reviewed each semester and he/she will be placed on scholastic probation if the semester or graduation index falls below 2.0. A veterinary medicine student will be dismissed from the program upon receipt of an “F,” “N,” or “U” grade; failure to remove scholastic probation status by the end of the following term; or receipt of a semester index below 2.0 in any three semesters.

### **Credit Completion Requirement**

All Purdue students must complete at least 67% (two thirds) of the total cumulative credit hours attempted. For example, a student who has attempted a cumulative total of 60 credit hours must have successfully completed at least 40 credit hours to meet the requirement ( $60 \times .67 = 40.20$ ; round decimals to whole numbers). A review of cumulative attempted hours is conducted annually at the end of the spring semester. Failure to complete at least 67% of the total hours attempted will result in "credit completion probation" status for the next year of enrollment. Students are still eligible for federal, state, and Purdue-controlled aid while on credit completion probation but must raise their cumulative credit completion rate to 67% or higher to remain eligible for aid OR successfully complete a minimum 75% of their attempted coursework during their probation year to extend their probationary period; otherwise federal, state, and Purdue-controlled aid eligibility will be denied. Note that repeating courses that have already been passed with a grade of D or better will decrease the credit completion rate.

### **Maximum Time Frame Requirement**

Students may not exceed a maximum time frame measured by attempted credit hours equal to 150% of the length of their degree program (see examples in Table C). Once the maximum attempted hours are exceeded, financial aid eligibility is denied the subsequent semester. All transfer credits that appear on the Purdue transcript are counted in the calculation of cumulative attempted hours.

Students seeking a second degree at the same level as first degree must complete a subsequent degree within the maximum timeframe or appeal. For example, a student seeking a second bachelor's degree may need to appeal and explain the rationale for the pursuit of a second degree.

**TABLE C: Maximum Time Frame Examples**

<u>Degree Program</u>	<u>Maximum Hours</u>
Associate's (71 hour program)	107
Bachelor's (124 hour program)	192
Bachelor of Pharmacy	240
Master's	80
Doctor of Philosophy	213
Doctor of Pharmacy	396
Doctor of Veterinary Medicine	318

### **Courses and Grades Used in Determining Satisfactory Academic Progress**

All coursework attempted, including repeated, reprieved, or remedial courses or withdrawals recorded on the academic record at the time of the progress check, is considered when determining if the student has exceeded the maximum number of hours for degree completion and has completed 67% of the total cumulative hours attempted. Transfer work must be reflected on the student academic record to be considered for purposes of financial aid eligibility. Courses that are retaken to improve a grade are counted in attempted hours but only one passing grade is counted towards the completion rate. Courses that have been "red-lined" in the academic record are counted in attempted hours but not completed hours.

A grade of "A," "B," "C," "D," "S," or "P" is considered successful completion of a course. A grade of "E," "F," "WF," "IF," "I," "PI," "SI," "U," "W," "WN," "WU," "IN," "IU," "IX," "N", "NG", "NC", "NS" or "AU" is not considered successful completion. Note that students taking Indiana College Network distance education courses receive grades (including "I" grades if coursework not completed) that are considered in determining satisfactory academic progress standing. Audit courses are not counted in the total hours attempted or as successful completion of a course. Correspondence courses may count toward successful completion of hours attempted if they are completed and posted to the academic record by the last day of the semester.

### **Appeal Process Upon Aid Suspension**

A student denied financial aid based on satisfactory academic progress policy may submit a written appeal to the Division of Financial Aid, Schleman Hall, Room 305. The letter of appeal should address in detail any extenuating circumstances that have affected the student's academic performance.

A student denied for exceeding the maximum hours allowed for degree completion should submit a written appeal explaining the extenuating circumstances that require him/her to exceed the maximum hour limit. The student must also have his/her academic advisor complete an academic progress denial appeal form.

Action taken on a financial aid appeal is transmitted to the student in writing. Depending on the timeliness of the appeal, it is possible for a student to have an appeal denied and also not be entitled to a refund of charges if the student must withdraw from classes. In other words, a student who enrolls and attends class whose appeal is subsequently denied will be eligible for a refund of charges based solely on the schedule in the "Withdrawal from the University Policy" in the Purdue University General Information Bulletin.

A student whose financial aid has been denied for reasons other than exceeding the maximum time frame component may receive financial aid reinstatement by successful appeal or by meeting both of the following criteria: (1) achieve the required graduation index (Table A); and (2) successfully complete 67% of the total cumulative hours attempted.

This policy pertains only to applicants for federal, state of Indiana, and Purdue-controlled aid programs, including most student loan programs. If you have questions about the monitoring of satisfactory academic progress not addressed on this information sheet, please contact the Division of Financial Aid.