

Satisfactory Academic Progress

As an administrator of Title IV federal funding, federal regulations mandate that Elon University establish and maintain reasonable standards of satisfactory academic progress (SAP) set forth under the Higher Education Act by the U.S. Department of Education (federal reference 34 CFR 668.34). Therefore policies and procedures have been developed to meet federal regulations to monitor all students in maintaining SAP toward the completion of their degree requirements.

A student's SAP will be evaluated annually upon completion of the spring semester. All periods of attendance will be included in this evaluation regardless of whether the student received financial aid. This evaluation will include a measurement of student's progress set forth in the qualitative standards (GPA) and quantitative standards (credits) both applied on a cumulative graduated scale as detailed below:

Academic Progress Minimum Requirements

Semesters	Credits	GPA
1	11	1.70
2	19	1.70
3	32	1.80
4	44	1.80
5	58	1.80
6	72	1.90
7	86	1.90
8	100	2.00
9	116	2.00
10	132	2.00

Undergraduate students must complete their degree requirements within 150% of the established program length of a minimum 132 credit hours earned to equate to 198 credit hours attempted in total. Also Elon University offers federal, state, and institutional funding to all eligible

undergraduate students for a total of 10 semesters, not including the winter semester or summer semesters. These minimum requirements will be prorated mathematically to accommodate part-time enrollment periods as detailed below:

Undergraduate Enrollment Status

Status	Credits Enrolled	Term Equivalent
Full-time	12+	1.00
3/4 time	9-11	0.75
1/2 time	6-8	0.50
1/4 time	1-5	0.25

Additional SAP Components:

- Classes in which a student receives an incomplete grade (I) count as hours attempted but not successfully earned therefore negatively impacting a student's ability to satisfy SAP.
- Classes in which a student receives a non-reporting grade (NR) count as hours attempted but not successfully earned therefore negatively impacting a student's ability to satisfy SAP.
- Classes in which a student receives a failing grade (F) count as hours attempted but not successfully earned therefore negatively impacting a student's ability to satisfy SAP.
- Classes in which a student receives a withdrawal (W) do not count as attempted or earned hours in satisfying SAP.
- Classes in which a student receives a medical withdrawal (WD) do not count as attempted or earned hours in satisfying SAP.
- Classes in which a student audits (AU) will not count toward a student's ability to satisfy SAP because no credits or academic grades are given.

- Transfer credits accepted toward the completion of a student’s program count toward the SAP quantitative measure as described below. Transfer credits do not resolve any qualitative (GPA) deficiencies.

Hours	Semester Equivalency
0-11	0
12-23	1
24-38	2
39-53	3
54-68	4
69-83	5
84-104	6
105-125	7
126+	8

Repeated Coursework

Courses repeated within four semesters of attendance (excluding winter and summer sessions) following the first enrollment in the course count only once in computing the cumulative GPA. In such cases, the most recent grade is counted rather than any previous grade(s) received. However, a course repeated more than once will count in the cumulative GPA each time it is repeated. A course in which an “F” was received due to a violation of the Academic Honor Code may be repeated; however, the original grade will count in the cumulative GPA.

- Readmitted students who return to Elon University after the absence of one standard term (semester) or more and who terminate their enrollment not making SAP will not be eligible for financial assistance until the minimum SAP requirements have been met.

Probationary or Conditional Periods

Students not making SAP will be ineligible for further financial assistance until the minimum SAP requirements have been met. All undergraduate students are notified in writing and electronically of all SAP deficiencies in a timely manner as possible. Students who become ineligible for financial aid are provided the opportunity to appeal. An appeal is not a guarantee

of the reinstatement of their financial aid, but a request that is subject to further review. All appeals should be focused on the particular academic semester and/or courses for which the student did not achieve SAP.

Those students granted an appeal for continued financial aid eligibility will be placed on probation for the following standard term (semester) and reevaluated upon the completion of that following standard term (semester). Students must be making SAP after their probationary period to continue their financial aid eligibility. Elon University will limit granted appeals to no more than 2 appeals during a student's undergraduate academic attendance toward their degree requirements. The appeal form is found in section 18.

Additional Appeal Components:

- All appeals must be made in writing and submitted along with any supporting documentation including the Satisfactory Academic Progress Appeal Form to the Financial Aid Appeals Committee, Office of Financial Planning, 2725 Campus Box, Elon, NC 27244 or submitted via fax (1-336-278-7639).
- Appeals generally given consideration involve circumstances such as extended illness or hospitalization of the student, or an accident which incapacitates the student for an extended period of time, death, or illness of a parent or other special circumstances.
- Students must provide their own written statement describing the reason and circumstances surrounding their lack of sufficient progress and the action they are taking.
- If medical problems played a role in their lack of sufficient progress, attach any supporting evidence that they can provide from their physician that will more fully explain their particular situation.
- If appropriate, a student may also submit a letter from a third party in support of their appeal. This third party should be familiar with their specific circumstances.