ADDITIONAL SATISFACTORY ACADEMIC POLICIES (SAP)

Policy Statement

Policies have been instituted to cover various issues that arise with financial aid.

Reason for Policy/Purpose

This policy is required for the effective communication of university policy regarding SAP policies.

Who Needs to Know This Policy

All members of The University of Southern Mississippi community.

Website Address for this Policy

www.usm.edu/institutional-policies/policy-stua-fa-002

Definitions

Policy/Procedures

ENROLLMENT STATUS

Students receiving Federal Perkins Loans, Federal Work-Study, Federal Supplemental Grants, or Federal Pell Grants are expected to pass 67% of the enrollment hours on which their financial aid was based. Students on suspension are ineligible for additional federal financial assistance until they enroll at least half-time at their own expense, complete all courses, and earn the minimum required grade point average.
UNDERGRADUATES

Undeclared Majors: An undergraduate undeclared student with a clear admission status is eligible to receive federal financial aid until they have exceeded 48 hours of earned credits (including transfer hours). Failure to declare a major after the student has earned 48 credit hours could possibly result in the student being placed on financial aid suspension. The Office of Financial Aid reviews this measure at the conclusion of each spring semester.

TRANSFER STUDENTS

Students transferring into the university will be assumed to be maintaining satisfactory academic progress. Hours transferred from previously-attended schools will be considered when establishing class standing for grade requirements, as well as when determining the maximum number of hours allowed to receive financial aid.

An undeclared transfer student with a clear admissions status is eligible to receive federal financial aid until they have exceeded 48 hours of earned credits. Undeclared students transferring in more than 48 earned credit hours will be deemed eligible to receive federal financial aid for one academic semester. Failure to declare a major prior to the beginning of the student’s second term could possibly result in the student being placed on financial aid suspension. The Office of Financial Aid reviews this measure at the conclusion of each spring semester.

REMEDIAL COURSES

A student is eligible to receive federal financial aid for up to one academic year's worth of remedial course work.

AUDIT COURSES

Courses taken for audit do not count for credit or graduation and, therefore, are not counted in determining eligibility for receiving or maintaining financial aid.

INDEPENDENT STUDY AND RESEARCH

Courses taken under this category do not constitute full-time or half-time status, therefore are not counted in determining eligibility for receiving or maintaining financial aid.

REPEATS

In regards to repeating courses, students are still eligible for federal financial aid because they are allowed to repeat any previously-passed course once and repeat any previously-failed course until it is passed.

COOPERATIVE EDUCATION
Students are not considered as enrolled for credit hours during the terms they are employed and, therefore, are ineligible to receive financial assistance. Co-op students are, however, considered enrolled for purposes of deferring prior loans during periods of co-op.

SIMULTANEOUS MEASUREMENT

Academic transcripts of financial aid recipients will be reviewed at the end of each semester or term to ensure that the student simultaneously meets all the minimum Satisfactory Academic Policy requirements stated above.

APPEALS

Students who have their aid suspended because they have exceeded the maximum length of time allowed to meet degree requirements may appeal that suspension ONLY for one of the following reasons:

- The student is enrolled in a course of study that normally requires more than 128 semester hours to complete.
- The student has military or vocational (not technical) hours on her or his academic transcript that are not included in her or his program of study.
- The student has attempted less than 192 hours in a course of study that normally requires 128 hours to complete.
- The student is seeking a second undergraduate degree and has attempted less than 288 semester hours.
- The student has graduated and has been officially or conditionally admitted to graduate school.
- The student is enrolled in graduate school and has not attempted twice the number of credit hours normally required to complete their program of study.
- The student is enrolled as an undeclared major with 48 or more earned credit hours but doesn’t have the appropriate grade point average that is necessary to declare a major.

The Students who have their aid suspended because of failure to meet quantitative or qualitative standards may appeal that suspension ONLY for one of the following reasons:

- Death of an immediate family member. "Immediate family member" includes parent, spouse, sibling, or dependent child.
- The extended illness of the student. "Extended illness" is defined as a documented chronic or recurring medical or emotional illness that causes the student to be absent from at least ten class days.
- The extended illness of an immediate family member that places a hardship on the student. "Immediate family member" includes parent, spouse, sibling, or dependent child.
- Other unusual circumstances that may affect a student's ability to meet satisfactory academic progress standards.

Appeals will be evaluated by the Financial Aid office, and students will be notified of their eligibility or ineligibility for continued financial assistance.
Students whose appeals are denied by the Financial Aid Office must enroll at Southern Miss at least half-time until they have removed the deficiency that caused them to be placed on financial aid suspension.

Students whose appeals are approved by the Financial Aid Office will undergo an academic review at the conclusion of each term/semester to determine future financial aid eligibility.

**Review**

The Director of Financial Aid is responsible for the review of this policy every four years (or whenever circumstances require immediate review).

**Forms/Instructions**

N/A

**Appendices**

N/A

**Related Information**

N/A

**History**

11/01/11: Formatted for Institutional Policies website.
02/21/13: Formatted for template. Minor editor throughout.

**Amendments:** Month, Day, Year – summary of changes
Authorization

ADDITIONAL SAP POLICIES
STUA-FA-000-002

As the Responsible Officer, I have reviewed this policy and believe it represents the current policy.

[Signature]

Responsible Officer

[Signature]

3/20/2013

Date