

# SATISFACTORY ACADEMIC PROGRESS

## Bannockburn and Florida (FRC) Satisfactory Academic Progress Policy

Trinity International University is required by federal regulation to apply both qualitative and quantitative standards when measuring academic progress to determine financial aid eligibility. These standards apply to all students who receive institutional, state, and federal Title IV funds administered by the university. Federal Title IV programs include Direct Loans, Pell, and federal Work-Study.

Trinity has established the following criteria in conjunction with federal regulation published on October 29, 2010, Federal Register Part 668.34 and in the Higher Education Amendments of 1986.

### Qualitative Standards of Academic Progress

Financial aid recipients are governed by the performance standards of the school or college in which they are enrolled. To maintain financial aid eligibility, students must maintain a cumulative grade point average of:

Hours Attempted <sup>1</sup>	Cumulative GPA
Freshman	1.6 CGPA
Sophomore	1.8 CGPA
Junior	2.0 CGPA
Senior	2.0 CGPA
Undergraduate TIU-Florida	2.0 CGPA
Graduate Programs, TEDS & TGS	2.0 CGPA

- Credits transferred, incompletes, and course withdrawal will not count toward the cumulative GPA.
- Successful retaking of a course may improve the cumulative GPA.

### Quantitative Standards of Academic Progress or PACE

Financial aid recipients are expected to complete a degree within 150% of the expected rate of completion. The Department of Education dictates that the student must successfully complete attempted coursework at a specified PACE. PACE is defined as the number of cumulative successfully completed credit hours divided by the cumulative number of credit hours attempted. At Trinity, students must achieve a PACE of 67% in order to complete degree requirements within the maximum time-frame allowed.

- Credit hours transferred from another institution that are accepted toward the student's educational program must be counted as both attempted and completed hours.
- Course incompletes and withdrawals will count toward "hours attempted" and will negatively affect PACE.
- Successful retaking of a course may improve PACE.
- Administrative Withdrawals will NOT count towards "hours attempted" and will NOT affect PACE.

## Failure to Meet the Satisfactory Academic Progress Standards

### 1. Financial Aid Warning

Student records are reviewed after each semester. Students who fail to meet either the qualitative or quantitative standards are placed on Financial Aid Warning for one semester. During the semester of Financial Aid Warning, the student continues to be eligible to receive financial aid.

### 2. Financial Aid Suspension

Failure to achieve Satisfactory Academic Progress at the end of the Warning Semester results in Financial Aid Suspension. During a period of Financial Aid Suspension, a student is no longer eligible to receive institutional or federal student aid. Eligibility for financial aid can be regained by again achieving Satisfactory Academic Progress at the student's expense.

### 3. Financial Aid Appeal

Under certain circumstances, students who fail to meet Satisfactory Academic Progress after the Warning Semester may submit a written appeal. An appeal may be submitted under the following circumstances: Death of a relative, injury or illness of a student, or other special circumstances. The written appeal must include the following:

- The basis for submitting the appeal
- Reason the student failed to make Satisfactory Academic Progress
- What has changed in the student's situation that will allow the student to demonstrate satisfactory academic progress at the end of the next term.

An appeal may be approved only if the school:

- Has determined that the student will be able to meet SAP standards after the subsequent payment period, or
- Develops an academic plan with the student that, if followed, will ensure that the student is able to meet SAP standards by a specific point in time.

*Change in major.* On a case-by-case basis, as part of the appeal process, we will permit that for students who change majors, credits and grades that do not count toward the new major will not be included in the satisfactory progress determination.

A student who submits a financial aid appeal will be notified in writing of the results of the appeal. A successful appeal results in one semester or specified time period of *Financial Aid Probation*.

### 4. Financial Aid Probation

A student on Financial Aid Probation may receive institutional, federal, and state financial aid funds for one semester or specified time period. At the end of the Probationary semester or specified time period, the student must meet Satisfactory Academic Progress standards to receive financial aid in subsequent semesters. Only one semester or specified time period of Financial Aid Probation is allowed in a student's academic program. On an individual basis, a probation period can be extended if the student has demonstrated strong academic improvement towards the specified standard.

## Trinity Law School Satisfactory Academic Progress Policy

Trinity Law School is required by federal regulation to apply both qualitative and quantitative standards when measuring academic progress to determine financial aid eligibility. These standards apply to all students who receive state and federal Title IV funds administered by the law school. Federal Title IV programs at Trinity Law School are the Direct Unsubsidized and Grad Plus Loans.

Trinity Law School has established the following criteria in conjunction with federal regulation published on October 29, 2010, Federal Register Part 668.34 and in the Higher Education Amendments of 1986.

### 1. Qualitative Standards of Academic Progress

Financial aid recipients are governed by the performance standards of the school or college in which they are enrolled. In order to maintain financial aid eligibility, students must maintain a 2.0 cumulative grade point average.

- Credits transferred in, Incompletes and Course Withdrawal will not count toward the cumulative GPA average
- Successful retaking of a course may improve the Cumulative GPA average.

### Quantitative Standards of Academic Progress

Financial aid recipients are expected to complete a degree within 150% of the expected rate of completion. The Department of Education dictates that the student must successfully complete attempted coursework at a specified pace. Pace is defined as the number of cumulative successfully completed credit hours divided by the cumulative number of credit hours attempted.

- Credit hours transferred in from another institution that are accepted toward the student's educational program must be counted as both attempted and completed hours
- Course Incompletes and Withdrawals will count toward 'hours attempted' and will negatively affect pace
- Successful retaking of a course may improve pace

To comply with additional timing requirements, students are to adhere to the following pace guides to be in compliance both with federal and CBE requirements regarding academic progress.

Rule	When
Student will not be permitted to complete more than 40 units	Within the first 12 months of study
Student will not be permitted to complete more than 70 units	Within the first 24 months of study
A candidate for the J.D. degree must complete his or her studies	No earlier than 32 month and no later than 60 months after the student has commenced law study at Trinity Law School, or a school from which the law student has transferred credit.
Students must successfully complete the prescribed program of 90 units of study	Within 5 years
A student must file a petition with the Registrar	A student must file a petition with the Registrar If the student will take longer than 60 months to complete the J.D. degree

### Academic Plans

Academic plans are prescribed upon admission for all new students based on their status as full or part time, and taking into consideration personal factors such as home life, work schedule, commute to campus, etc.

These plans are agreed upon by the student and a formal contract is sent through echo-sign and signed by the student and Director of Academic support. These plans all meet the requirements for SAP at Trinity Law School.

To change an academic plan for any reason will require a meeting with the student's advisor and re-approval by academic support.

## Failure to Meet Satisfactory Academic Progress Standards

### 1. Financial Aid Warning

Student records are reviewed after each semester. Students who fail to meet both the qualitative and quantitative standards are placed on Academic Warning for one semester. During the semester of Academic Warning, the student continues to be eligible to receive financial aid.

### 2. Financial Aid Termination

Failure to achieve Satisfactory Academic Progress at the end of the Warning Semester or Probation semester results in **Financial Aid Termination**. Once financial aid is terminated, students are no longer eligible to receive federal or institutional financial aid. This would not preclude a student from paying tuition out of pocket or securing a private student loan.

### 3. Financial Aid Probation

A student on Financial Aid Probation may receive federal financial aid funds for one semester. At the end of the Probationary semester, the student must meet Satisfactory Academic Progress standards in order to receive financial aid in subsequent semesters.

#### 4. Financial Aid Appeal

Under certain circumstances, students who fail to meet SAP after the warning semester may submit a written appeal to the Financial Aid Department. The written appeal must include:

- The basis for submitting the appeal.
- Reason the student failed to make Satisfactory Academic Progress
- What has changed in the student's situation that will allow the student to demonstrate satisfactory academic progress at the end of the next term

An appeal can only be approved if the school:

- Has determined that the student will be able to meet SAP standards after the subsequent payment period
- Develops an academic plan with the student that, if followed, will ensure that the student is able to meet SAP standards by a specific point in time.