

Satisfactory Academic Progress for Financial Aid Eligibility for the Medical College of Wisconsin

In order to be eligible for federal student aid, a student must make Satisfactory Academic Progress (SAP). The Department of Education (ED) requires SAP to be measured in both qualitative (grade) and quantitative (pace) components. The qualitative component is measured by calculating the student's cumulative GPA. The quantitative component is measured by calculating the number of credits earned divided by the number of attempted. A student must also remain in good standing as defined by the Academic Standing Committee governing the school.

SAP will be evaluated at the end of each semester for all students receiving financial aid. Students not meeting SAP will automatically be placed on Financial Aid Warning for one term the first time only. At the end of that term (semester), the student must be making SAP. If not, the student will lose eligibility until the student meets the defined SAP components. If a student is not meeting SAP, satisfactory progress cannot be regained during a term and will only be reevaluated at the end of the term. If the student is meeting SAP requirements at the end of that term, s/he will regain eligibility the following term. A student is responsible for the charges incurred during periods in which eligibility is lost. If a student in an ineligible status receives aid, full repayment of all funds will be required.

Satisfactory Academic Progress will be reviewed after grades have posted for the term and/or after notification from the Academic Standing Committee at the next evaluation point.

Qualitative Standard – Grade Average

Financial aid recipients are governed by the performance standards of the school in which they are enrolled. A student not meeting the requirements will be placed on Financial Aid Warning, Suspension or Probation, pending approval of appeal.

In addition to the standards described below, a student must meet the school-defined academic standards set by the Academic Standing Committee. A student not meeting the academic standards defined by the Academic Standing Committee will be placed on Financial Aid Warning, Suspension or Probation regardless of GPA or Pace calculation.

Medical Students

The Medical College of Wisconsin has assigned a numeric number to the grading system for the purpose of calculating SAP as follows:

Honors (H): 4

High Pass (HP): 3

Pass (P, S, Y, YS): 2

Low Pass (LP): 1

Fail (F or U): 0

Students must maintain a cumulative GPA of 2.0. Students with a GPA calculation below 2.0 because of one LP, will be on Warning for one semester, assuming there were no prior SAP violations. Students who continue to receive a P or higher in each course will be considered to be meeting SAP and move back to Good Standing.

Graduate Studies Students & Master of Science in Anesthesia Students

The Graduate school calculates grades the following way:

A: 4.0 B: 3.0 C: 2.0
A- :3.7 B-: 2.7 C-:1.7
B+: 3.3 C+: 2.3 F/F*/U: 0
P/P*/S: 3.0

*E = Excellent	3
*G = Good	3
*S = Satisfactory	3
*SD = Substandard	2
*U = Unsatisfactory	0

Students must maintain a cumulative GPA of 3.0. *Note, the GPA calculated for Financial Aid may be different than the GPA calculated in the Graduate school because Financial Aid is required to include grades for all courses. The Graduate school GPA excludes grades E, G, S and U.

Pharmacy Students

The Medical College of Wisconsin has assigned a numeric number to the grading system for the purpose of calculating SAP as follows:

Honors (H): 4
Satisfactory (S/P): 2
Unsatisfactory (U): 0

Students must maintain a cumulative GPA of 2.0.

Treatment of Courses

The following statuses do not count towards the SAP GPA:

- Incomplete - An Incomplete grade of I or IC is not part of the qualitative component of SAP and is not included in the GPA. An Incomplete will be counted towards the quantitative component and maximum Time Frame Measures. Once a grade is posted for the Incomplete or the Incomplete changes to a Fail, that grade counts towards SAP at the next evaluation point. An incomplete of IE or IV will be counted as 0 towards the qualitative component as the course is graded, but awaiting student evaluation.
- Audited courses do not impact GPA or Pace.
- Non-credit remedial courses are not applicable at the professional/graduate level.

The following statuses do count towards the SAP GPA and Pace:

- Completed courses
- Failed courses
- Remedial courses
- Repeated courses are calculated in the SAP GPA in accordance with the Academic Standing Guidelines on repeat coursework - A student who does not obtain a grade of *Pass* or better when repeating a course or courses will be considered for dismissal from the Medical College. Under current financial aid guidelines, a student who failed a course(s) and is required to repeat an entire year of coursework, which would also include successfully completed courses, will be eligible for federal loans for the repeat of the required academic year. Funding will be provided only once for the repeat of the same academic year. Repeated courses count as both attempted and completed for the pace calculation and the highest recorded grade would count towards the qualitative component of the SAP GPA.

Other status changes:

- **Withdrawn** –Withdrawn credits will be included as attempted credits in the pace calculation except when a course is withdrawn before it starts.
- **Transfer credits** are not included in the qualitative SAP GPA. Transfer credits that are accepted toward the student’s current educational program must count as both attempted & completed hours. If a transfer student is accepted in the third year of medical school, this would indicate that the student’s prior two years of medical school will count as attempted and completed towards the quantitative components regarding PACE and maximum Time Frame Measures.
- **Pursuit of a Second Degree** – all SAP qualitative and quantitative rules will apply. Each degree program has a specific time frame in which to attain the degree and a student will be monitored to make sure the student is within the expected time frame measures. All courses that count towards the degree being pursued will be used to determine the qualitative component of the SAP GPA.

Quantitative Standard – Pace and Degree Completion Rate

Students must complete two-thirds (66.67%) of the credits for which they are enrolled at each evaluation point. This rate is determined by taking the total of successfully completed credits and dividing it by the total of attempted credits. A student must meet pace and progress toward graduation by successfully completing two-thirds of the cumulative units attempted.

Maximum Timeframe Measure

Students are required to graduate within the maximum timeframe as defined by each school, based on the length of the program. Approved leave of absence time is not counted.

Medical: 6 years

Pharmacy: 5 years

Master of Science in Anesthesia: 40 months

Doctor of Philosophy: 7 years

Master of Science: 4 years

Master of Arts: 4 years

Master Public Health: 5 years

If a student does not maintain the expected educational pace, the student has not met the requirements for SAP.

Financial Aid Warning, Loss of Aid Eligibility and Appeal Process

Financial Aid Warning

When SAP is evaluated, any student who fails to meet the minimum PGPA or the minimum pace or Academic Standing Committee standards for the first offense will be placed on Financial Aid Warning for one semester. A student placed on Financial Aid Warning will be notified of the warning status and should seek academic advising. While on warning status, a student is eligible to remain in school and receive financial aid without an appeal. A student who meets the minimum GPA and pace at the end of the warning term will return to good financial aid standing. A student is allowed one term of Financial Aid Warning during the program.

Loss of Aid Eligibility

A student on financial aid warning or probation who fails to meet the qualitative or quantitative or Academic Standing Committee standards at the end of the term will lose financial aid eligibility and be placed on Financial Aid Suspension.

The loss of aid eligibility will continue until the student has met both the qualitative and quantitative standards or is meeting the standards of the prescribed academic plan approved in an appeal.

An Appeals Process to be Placed on Financial Aid Probation

A student who do not meet the minimum standards for satisfactory academic progress may appeal to the Financial Aid office for reinstatement of financial aid eligibility. Appeals should be submitted in writing and must include relevant documentation. The Financial Aid office must receive the written appeal no later than 10 business days of the notification of failure to meet SAP.

The appeal must demonstrate that: 1.) there were extenuating circumstances that caused the student to fail to meet the requirements for SAP (i.e. a death in the student's immediate family, a student's medical illness or injury or other undue hardships and 2.) there is a clear plan in place to meet the requirements of SAP. A student must submit the completed appeal form to the Financial Aid Office within 10 business days of the notification.

If the Financial Aid Office approves the appeal, the student will be placed on financial aid probation and will continue to receive financial aid for that semester. Normally, the period of probation is one semester, but it may be longer if specified in an academic plan included in the conditions of probation. At the end of the semester, the Financial Aid office will review the student's progress toward meeting the requirements for SAP. At this point the student must meet the requirements of the academic plan and for SAP, or s/he will lose financial aid eligibility. The Financial Aid office will notify the student where there is a change in status of financial aid eligibility.

If the appeal is denied, the student is not eligible to receive financial aid. Eligibility may be regained only by eliminating all SAP deficiencies at the student's expense until all requirements of this policy are met.

Appeal decisions are final and may not further be appealed.

Please review your appropriate school's handbook regarding Satisfactory Academic Progress or Academic Standing Requirements.