Wenatchee Valley College
Financial Aid Office

SATISFACTORY ACADEMIC PROGRESS POLICY
FOR FINANCIAL AID

To be eligible for financial aid, federal regulations require students to make satisfactory progress in an eligible degree or certificate program. Students must be in good academic standing with Wenatchee Valley College and the policy applies to all quarters of enrollment regardless if financial aid was received or not. All credits attempted at WVC will be considered when determining academic progress. The college financial aid census date (10th day FWS, 8th day for summer) is the point in which students are held accountable for their academic progress of attempted hours.

If students do not meet the requirements, they will be placed on financial aid warning or terminated from financial aid. If placed on warning, students must make satisfactory progress in their next quarter of enrollment or their financial aid eligibility will be terminated. Eligibility can be reinstated using one of the options in this policy. If reinstated, student will be on probation during the quarter of reinstatement. Failure to meet satisfactory progress will result in termination. Specific requirements for warning and probation status are listed on page 2 of this document.

General Policy Requirements

- Achieve and maintain the required grade point average
- Complete the minimum required credits for enrollment level
- Complete a degree or certificate within the maximum attempted credits allowed

SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

GRADE POINT AVERAGE (G.P.A.)

Students must maintain a minimum grade point average (GPA) as established by the college. In general, a student must maintain a 2.0 cumulative GPA. The Registrar monitors both cumulative and quarterly GPA and will take action according to college academic policy.

MINIMUM CREDITS COMPLETED

To establish and maintain eligibility for financial aid, students must pass a minimum number of credits each quarter and a minimum number of credits for the academic year, whether or not they receive aid. Generally, students must pass half-time credits for each quarter and the equivalent credits related to enrollment/financial aid status by the end of the academic year. If a student fails all of their classes or withdraws from all of their classes, they may be required to repay some or all of the financial aid they received.

Completion of credits

If you receive financial aid for enrolling:	You must complete:	Warning status if you only complete:	Cancellation status if you complete less than
Full-time (12+ credits)	12 credits/quarter	6-11 credits/quarter	6 credits/quarter
¾ -time (9-11 credits)	9 credits/quarter	6-8 credits/quarter	6 credits/quarter
½ -time (6-8 credits)	6 credits/quarter	*Immediate cancellation status*	6 credits/quarter
Less than 6 credits	All credits registered	*Immediate cancellation status*	All credits registered

Grades of **I** (incomplete), **N** (audit), **V** (unofficial withdrawal), **W** (withdrawal), **F** (fail) and **NP** (no credit) do **not** count as completed credits. *Note: financial aid does not count or pay for audited classes.*

a) Quarterly: Students are expected to complete the credits for which they enroll. Credits completed will be reviewed each quarter and status will be determined according to the chart above. (**Two consecutive warning quarters will result in termination of aid. Students reinstated after an approved appeal are placed on probation status at the time of reinstatement. While on warning or probation status, failure to meet satisfactory progress will result in termination of financial aid.**)

b) Annual: The annual requirement is based on the student's enrollment and aid received. Generally, a student who attempts full-time enrollment **all** three quarters (i.e. Fall, Winter, Spring) must pass at least 36 credits by the end of spring quarter. Students who receive aid as full-time students for four quarters (fall through summer) increase their annual credit requirement by one-third or 48 credits. All credits attempted, (except for certain ABE and ESL courses) including credits attempted before the student applied for or received financial aid, will be monitored at the end of each academic year or before financial aid is packaged for the academic year.

MAXIMUM ATTEMPTED CREDITS

Students can receive financial aid to complete their program of study, up to 150% of the published credits required to complete the program. All attempted courses are counted, including: incompletes, withdrawals, repeated courses, and transfer credits regardless if the student was receiving financial aid or not. When students have completed their program or have attempted 150% of the credits in their

program they will be ineligible for financial aid. Students in programs with additional required courses to complete the degree or who have exceptional circumstances that prevented them from completing their degree within the time frame can submit an appeal.

Students that need to take underlined required prerequisite credits and other preparatory or developmental courses needed to enter classes in their program can have an exception to the maximum time frame by submitting an appeal to the financial aid office. Please note that the financial aid office and registration office have separate policies and appeal procedures. ESL, ABE and credits below level 100 are not counted in the maximum attempted credit limit. Financial aid can be used to pay for up to 45 credits of eligible remedial coursework. Financial aid will only pay once for a repeat of the same course after a student receives credit for the course. Any future repeated courses after financial aid has paid, will not count towards the total credits of financial aid eligibility.

Unsatisfactory Academic Progress
Warning
When students are in warning status for unsatisfactory academic progress, they must make satisfactory progress in their next quarter of enrollment. Students must complete the credits for which they enroll (see chart), a minimum of 6 credits with a 2.0 GPA. For example, if a student on warning attempts 12 or more credits, the student must complete at least 12 credits to be considered making satisfactory progress. A student on warning may receive the following quarter's financial aid, but must make up credits within the academic year in order to satisfy year-end requirements.

Cancellation-Termination
Students who have two consecutive warning quarters, or who fail to complete the minimum number of credits for which they have registered (see chart on other side), will be terminated from financial aid. Students who lose eligibility can appeal for reinstatement.

Reinstatement of Eligibility – Probation
When aid has been canceled due to unsatisfactory progress, students have two options;

1. A student may show their ability to successfully complete credits by passing 6 college level credits, with at least a 2.0 GPA without financial aid and submit an appeal to our office. The credits can be taken at another college; however students will need to attach an official grade report or transcript with their appeal.

2. Students who had exceptional circumstances beyond their control which prevented them from making satisfactory progress may submit an appeal for reinstatement of eligibility. Appeals must include a plan to be successful going forward. In some cases, additional supporting documentation may be required.

If an appeal is denied, students have the right to re-appeal the denial. The re-appeal needs to be submitted in writing and include any additional information or documentation that was not submitted with the original appeal.

After students reinstate their eligibility, they will be on probation status in their next quarter of attendance. On probation, students must make satisfactory progress as specified in the chart on the first page.

Reinstatement-150% Maximum Attempted Credits
Students who have attempted the maximum of 150% of the credits that are required for a degree or certificate but have not completed their program or degree are considered to not be making satisfactory progress and are ineligible for additional aid. Students with exceptional circumstances may submit an appeal for additional eligibility along with an *Educational Plan* from their academic advisor. The appeal must explain the exceptional circumstance that prevented them from completing the program within the maximum number of credits. An *Educational Plan* signed by the advisor and listing the remaining courses required to complete the degree is helpful in making a determination and in some cases may be required. Appeals will be considered only for the remaining required coursework.

Additional Information
Second Program
Generally, students will receive financial aid for only one degree program at WVC. To request funding for a second degree, a student will need to submit an appeal along with an Educational Plan including credit evaluation and transferability of credits from the first degree to the second degree. If the appeal is denied, a student is not eligible for financial aid, but may be able to apply for outside funding from other resources, including private loans through an independent lender.

Transfer Students
Credits from prior schools that are accepted and applied towards a degree or certificate at WVC will be counted in the total maximum attempted credit limit of eligibility for aid at WVC. Until an official Transfer Credit Evaluation is completed by an advisor or by the Admissions office, all prior credits will be assumed to be transferable.

Withdrawal/Unofficial Withdrawal [Repayment of financial aid]
Students who withdraw from classes after receiving financial aid including student loans may be required to repay funds back to the financial aid program(s). Past due amounts will be referred for collection to the appropriate agency including the U.S. Department of Education. Students are ineligible for financial aid until the aid is repaid, including payment of all legal costs associated with the collections. Withdrawing from some classes before the 10th day of the quarter, may also result in repayment of financial aid.