

SATISFACTORY ACADEMIC PROGRESS

POLICY: In order for a student to receive financial aid, satisfactory academic progress (SAP) must be maintained consistent with the program's requirement for graduation.

1. It is expected that in order to graduate, the student will complete 1500 hours of classroom and clinical instruction in a 12 month period. These hours are divided equally between Trimesters. In order to pass from Trimester I to Trimester II, the student must achieve an 81% in both Nursing Skills, Nursing Concepts and Clinical. In order to pass from Trimester II to Trimester III the student must achieve an 81% in Nursing Focus I, Pharmacology I and Clinical. In order to graduate the student must achieve an 81% in Nursing Focus II, Pharmacology II and Clinical.
2. Student grades are calculated every four weeks to determine ongoing satisfactory theory and clinical progress.
3. Eight week progress reports with recommendations for improvement are completed and sent to funding agencies. Copies are kept in the student files.
4. Any student with a grade below an 81% in clinical or theory is counseled by his/her advisor and remedial work is recommended. Re-testing is available between the 5th and 13th week each trimester. (See re-test/mastery policy in Student Handbook)
5. Academic Warning: Students failing to meet academic requirements at the midpoint of the trimester (8weeks) will be put on academic warning. Any student placed on academic warning at mid-term will continue to receive financial aid until the end of the trimester. If the student is not passing at this point, he/she will be terminated based on the Termination policy. Financial aid will cease and appropriate refunds will be made. If the student has progressed to an 81% in all courses, the student will be considered to be making satisfactory progress.
6. Leave of Absence: A student returning from a leave of absence or other official interruption of training shall return to school in the same satisfactory progress status as prior to their leave.
7. Appeals: An Academic Warning is determined by scores below 81% for any course and is not subject to appeal. Appeals for reconsideration of financial aid eligibility are considered only for students returning to the program after failure to meet SAP, which resulted in academic termination or withdrawal from the program. The returning student must submit a written appeal. The appeal must include reason(s) for academic failure and what has changed that will allow the student to meet SAP. Appeal petitions may be submitted to the Financial Aid Officer at least four weeks before anticipated return to the program.
8. Academic Probation: Students returning to the program after failure to meet SAP, who have successfully appealed for re-instatement of Title IV financial aid, will be placed on academic probation for the trimester of return.
9. Probationary reinstatement of Title IV financial aid: Title IV financial aid will be re-instated on a probationary status for students returning to the program based on successful appeal, as described above in #7. The probationary reinstatement will be for the entire trimester of return. The student must meet SAP to continue to receive Title IV aid after the returning trimester.
10. The maximum timeframe to complete the program is 150% of the published length of the program.

Revised 4/13