

SATISFACTORY ACADEMIC PROGRESS - FINANCIAL AID REQUIREMENTS

I. Purpose

Whether or not a student has or will receive financial aid, federal regulations require Western Dakota Technical College (WDTC) to establish and implement a policy to measure if a student is making satisfactory academic progress based on financial aid requirements toward a certificate, diploma, or degree. Federal student aid funds include but are not limited to: Unsubsidized Direct Loan, Subsidized Direct Loan, Parent PLUS Loan, Federal Pell grant, Federal Supplemental Educational Opportunity Grant (FSEOG) and work-study.

II. General Statement of Policy

A. Failure to meet any of the three following Satisfactory Academic Progress – Financial Aid Requirements will result in a warning or termination of eligibility for federal student aid.

1. **Minimum Cumulative Grade Point Average/GPA (Qualitative measure)**

Federal regulations require a cumulative GPA of 2.0 or higher for undergraduate students. The cumulative GPA is calculated on all WDTC courses excluding credit by exam, transfer credit, prior learning credit, and audited coursework.

2. **Pace of progression for cumulative credits attempted and completed (Quantitative measure)**

All students must successfully complete 67% of cumulative attempted credit hours. Attempted credit hours include all hours that would appear on a student's academic transcript at the end of any given term, including withdrawals, incompletes, repeated courses, remedial coursework, credit by exam, prior learning credit, and transfer credit. Audited coursework is not included. Credit hours that have been part of a successful academic amnesty appeal will be included. WDTC uses normal rounding rules for calculation of Pace.

Successfully completed hours include grades of A, B, C, D, CE (Credit by Exam), TC (Transfer Credit), TF (Transcript Fee), and S (Satisfactory). All other grades would not be considered successful completion such as F (failure), I (incomplete), IP (in progress), WF (withdraw failing) and W (withdraw).

3. **Maximum Attempted Credit Hours**

There is a limit on the number of credit hours a student can attempt and remain eligible for federal student aid. All credits attempted (except audited coursework) are included. This limit is based on 150% of the credit hours needed to complete the degree that the student is pursuing.

Example:

Associate of Applied Science in Surgical Technology = 90 maximum credit hours attempted (based on a 60-credit hour program).

- B. Appeal – Students placed on financial aid termination have the right to appeal. Appeal processes including notification to the student, paperwork requirements, and timelines are outlined in the WDTC Student Handbook in compliance with federal regulations.
- C. The Financial Aid Office measures Financial Aid Satisfactory Academic Progress at the end of each fall, spring, and summer terms.
- D. The WDTC Student Handbook and the WDTC Financial Aid webpage will be reviewed and updated at least annually to ensure that WDTC processes for calculating Financial Aid Satisfactory Academic Progress are published and in compliance with all federal regulations and are readily available to students. The Financial Aid Satisfactory Academic Progress sections of the WDTC Student Handbook and the WDTC webpage must be consumer friendly and follow all requirements in federal regulations and guidance.
- E. It shall be a violation of this policy to not measure Financial Aid Satisfactory Academic Progress each term, to not be in federal compliance, or to not publish consumer friendly regulations and guidance that is readily available in the WDTC Student Handbook and on the WDTC webpage for students.

III. Definitions

- A. GPA means grade point average and is calculated as the total number of grade points received over a given period divided by the total number of credits attempted during the same period not including withdrawn (“W”) or CE courses.
- B. Cumulative grade point average means the total number of grade points received over the student’s enrollment at WDTC divided by the total number of credits attempted not including withdrawn (“W”) or CE courses.

IV. Reporting Procedures – None

V. Dissemination of Policy and Training

- A. This policy shall appear on the Western Dakota Technical College website on the policy webpage.

Legal References: Higher Education Opportunity Act (HEOA) Sec. 484(c); 34 CFR 668.16(e); 34 CFR 668.32(f); 34 CFR 668.34

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