



## Academic Progress Improvement Plan

### Student Information

Student ID: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Major: \_\_\_\_\_

Academic Advisor: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

The student is required to develop an Academic Progress Plan in conjunction with their academic advisor in order to be eligible for continuation of Federal Title IV Financial Aid. The purpose of this plan, if approved by the Financial Aid Appeals Committee, is to provide the student with an opportunity to get on track toward completing their degree requirements. It will also provide a written plan to ensure the student makes steady progress toward meeting Financial Aid Satisfactory Academic Progress. The chart below will assist in understanding both the quantitative and qualitative measures that make up the SAP policy.

#### QUANTITATIVE:

When total hours attempted are:	Students must have earned at least:
35 hours	24 hours
64 hours	43 hours
95 hours	64 hours
125 hours	84 hours
155 hours	104 hours

#### QUALITATIVE:

For hours attempted:	A minimum GPA must be maintained:
fewer than 27	1.65
27 to 57	1.75
58 to 89	1.95
90 or more	2.0
Graduate Students	3.0

\*\*\*Certain academic awards and some endowed scholarships may require higher academic performance than this Satisfactory Academic Progress (SAP) policy.\*\*\*

**Academic Progress Plan (continued)**

*To be completed by the Academic Advisor*

In order to continue receiving federal financial aid, the student must meet all of the conditions within this Academic Progress Plan.

The student acknowledges and accepts the parameters defined in the following criteria: Please check each one that applies:

- maintain defined semester enrollment status of: full time, 3/4 time; 1/2 time;
- successfully complete **100% of credits attempted**;
- if Undergraduate- earn a minimum 2.25 GPA each semester or if a Graduate student- earn a minimum 3.0 GPA each semester
- meet with academic advisor on a regular basis to monitor academic progress;
- make Satisfactory Academic Progress toward degree completion;
- other (please be specific):

Define specific steps that he/she will take throughout the semester to address academic difficulties that the student may have faced in previous semesters (attach additional notes if needed):

The student will identify referrals to any other on-campus department to address any other problems that have impacted the student's eligibility and ability to succeed academically (attach additional notes if needed):

Advisor comments:

**SIGNATURES**

Student Signature and Date: \_\_\_\_\_

Advisor Signature and Date: \_\_\_\_\_

**Note:** Please feel free to attach any supplemental materials, outlines or academic plans. The Financial Aid Academic Progress Appeal Committee will review the academic records of all students whose aid was reinstated on a conditional basis at the end of each semester to verify that each student met all the conditions defined in his/her Academic Progress Improvement Plan.

Please send a copy to the Financial Aid Office.