Satisfactory Academic Progress Policy for:

Bachelor’s Plus/Teacher Licensure Students
Graduate Degree-Seeking Students

Federal regulations require that an institution develop and enforce a policy for standards of satisfactory academic progress for students who receive financial aid. These standards must be the same or stricter than the standards the institution has for students not receiving aid. This policy is applied to graduate students receiving federal assistance at Ashland University. It should be noted that this policy is separate from the academic policy administered by the Academic Standards and Graduation Committee. Students may be allowed to enroll at Ashland University but may not be eligible to receive financial aid due to academic deficiencies.

Interpretation and Enforcement

The Director of Financial Aid will have primary responsibility for the interpretation and enforcement of this policy. Unusual issues related to this policy may be directed to the Financial Aid Committee for consultation.

Definition of Terms

- *Academic Year*: the fall, spring and summer terms of a given year.

- The status of a student according to the credit hours taken in a regular term is as follows:

**Bachelor’s Plus/Teacher Licensure Students**

<table>
<thead>
<tr>
<th>Enrollment Status</th>
<th>Minimum Credits To Be Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time (12 or more hours)</td>
<td>12</td>
</tr>
<tr>
<td>Three-quarter time (9-11 hours)</td>
<td>9</td>
</tr>
<tr>
<td>Half-time (6-8 hours)</td>
<td>6</td>
</tr>
</tbody>
</table>

**Graduate Degree-Seeking Students**

<table>
<thead>
<tr>
<th>Enrollment Status</th>
<th>Minimum Credits To Be Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time (12 or more hours)</td>
<td>6</td>
</tr>
<tr>
<td>Half-time (3-5 hours)</td>
<td>3</td>
</tr>
</tbody>
</table>
• **Satisfactory Course Completion** is a final grade of “C-” or higher, “S” (Satisfactory) or “CR” (Credit).

• A **Repeated Course** is one taken again which could affect a student’s cumulative grade point average. Repeated courses will count toward the minimum number of credit hours per term, but will not affect the cumulative credit hours completed. **Failed courses** may be repeated until passed. **Passed courses** may be repeated once for financial aid purposes.

• A student on **Financial Aid Warning** is eligible to receive financial aid, but must demonstrate satisfactory academic progress.

• **Transfer hours** which are creditable to an Ashland University degree will be rounded down to the nearest multiple of 6 to determine the corresponding terms the student has already used in financial aid eligibility.

**QUALITATIVE REQUIREMENTS**

Graduate students must achieve a cumulative GPA of 3.0 or higher (“S” in the MFA Program) to meet eligibility requirements for financial aid. The graduate student who does not meet this requirement will be placed on financial aid warning the first time and will not be eligible for aid the second time this occurs. (Students in the MFA program who receive a “U” will be on financial aid warning and students who receive a second “U” will be ineligible for financial aid.) Reinstatement of financial aid eligibility will occur after the student attains the required cumulative GPA at Ashland University at his/her own expense. Also, students who receive a grade of “F” or “W” or “IP” in all courses during any term will immediately lose eligibility for financial aid.

**QUANTITATIVE REQUIREMENTS**

Graduate students who attend full time must complete their graduate degree within seven terms. Graduate degree-seeking students must satisfactorily complete six hours each term if enrolled full time. Bachelor's Plus/Teacher Licensure Students must satisfactorily complete twelve hours each term if enrolled full time. The student who fails to achieve this standard once during the academic program shall be placed on Financial Aid Warning. The student who fails to meet this standard twice shall be ineligible for financial aid until that student makes up, at his/her own expense, the total number of hours for which s/he is deficient.

**APPEALS OF FINANCIAL AID DECISION**

A student who is ineligible for financial aid due to not meeting the requirements of this policy may submit a written letter of appeal to the Financial Aid Committee via the Director of Financial Aid. The committee will review the student’s appeal and make a final determination as
to whether the student will be offered financial aid for another term considering any unusual or extenuating circumstances which may include, but are not limited to, the following:

A. Illness  
B. Injury  
C. Severe mental or emotional stress  
D. Physical or mental hardship  

In the event of unusual and/or extenuating circumstances, the Financial Aid Committee may place the student on Financial Aid Warning for another loan term. During this term, the student will be eligible to receive financial aid. The student's academic status will be reevaluated at the end of the term to determine if the student has met the required standards.

Financial aid policies and programs are subject to change under the direction of the Board of Trustees