

Lewis-Clark State College Satisfactory Academic Progress Policy

Federal law says that you must be making “Satisfactory Academic Progress” (SAP) toward a degree for you to be eligible for and to receive federal financial aid funds. These standards apply to all periods of attendance, even periods when you did not receive financial aid.

1. All students must maintain a minimum 2.0 grade point average. We only look at your LCSC grade point average for this standard.
2. Students must earn passing grades in at least 67% of credits listed on the transcript, including transferred credits. Incompletes, repeated credits, audits, and grades of F, NC, and K do not count as passing grades.
3. All students must complete their degrees within the maximum credits allowed (150% of the published normal length of the academic program). Attempted credits include all graded courses, transferred courses, testing credits, pass/fails, repeats, and other grades listed above. If you have extenuating circumstances (such as an injury, illness, or death of an immediate family member), you may appeal to the Financial Aid Office for an extension to finish your degree. Please visit with the Financial Aid Office to pick up the appropriate appeal form. You may not appeal for an extension until you have been suspended from financial aid.

Dropping Classes: Attempted credits do not include classes you drop before the last day to add/drop classes. If you need to drop some of your classes before the last day to add/drop, it will not count against your academic progress. However, you may be required to repay some or all of your financial aid. Dropping or withdrawing from classes after the last day to add/drop will affect your academic progress, and you will receive a W grade on your transcript.

All Failing Grades: Students who receive all failing grades for a term will be immediately suspended from further federal financial aid. Students in this situation may appeal if extenuating circumstances exist. You may be required to return a percentage of your federal financial aid.

Complete Withdrawal: Withdrawing from all of your classes after the last day to add/drop will affect your academic progress, and you will receive W grades on your transcript. Students who withdraw from all classes will be immediately suspended from further federal financial aid. Additionally, if you completely withdraw from LCSC during the course of a semester, you may be required to return a percentage of your federal financial aid.

Incompletes: Incomplete courses will be counted in attempted credits and as non-satisfactory when determining SAP. It is the student’s responsibility to notify the Financial aid Office when an incomplete is finished. Refer to the catalog for academic treatment of incomplete courses and grading.

Repeats: Repeat courses will be counted in attempted and completed credits. Financial aid will be paid for repeat courses when initial grade is an “F.” Financial aid will only be paid once for a repeat course which was previously passed with a “D-” or higher.

Remedial Courses: Remedial coursework will be counted in determining financial aid eligibility, enrollment status, and satisfactory academic progress. These courses will be included in maximum timeframe calculations. Remedial courses do not count towards the total number of credits needed for graduation. Students will be limited to no more than thirty (30) remedial credits for financial aid eligibility.

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Timetable for Review: Your academic record will be reviewed when your annual FAFSA form is received, and at the end of each semester, to determine whether you are in compliance with the SAP policy.

Financial Aid Warning: If you don't earn sufficient credits or if your cumulative GPA drops below the required minimum (2.0 grade point average), you will be placed on financial aid warning. If you are placed on financial aid warning at the end of a semester, you will still be eligible for financial aid for the following semester. Financial Aid Warning is not the same as Academic Warning as referred to in the Admission/Registrar Section of this catalog.

Financial Aid Suspension: If you are not meeting all SAP requirements at the end of your financial aid warning semester, or if you do not pass at least one class during a semester when you have received federal financial aid, you will be suspended and ineligible to receive further financial aid. Your academic record will be reviewed when your annual FAFSA form is received, and at the end of each semester, to determine whether you are in compliance with the SAP policy. Financial Aid Suspension is not the same as Academic Suspension as referred to in the Admission/Registrar Section of this catalog.

Regain Financial Aid Eligibility: You can request reinstatement of your eligibility for financial aid if you attend using other resources than Title IV funds, improve your academic record so that you meet all SAP requirements, or submit an appeal to the Financial Aid Office.

Appeals: In the case of extenuating circumstances (such as injury, illness, or death of an immediate family member), you may appeal your suspension to the Financial Aid Office. The appeal form must be submitted with documentation detailing the circumstances that prevented you from making satisfactory academic progress, and shows how the issues have been resolved. Appeal forms may be picked up from the Financial Aid Office, or obtained online at www.lcsc.edu/financialaid/forms.html. If your appeal is approved, you will be placed on financial aid probation or an academic plan. Academic Plans specify the conditions you must meet in order to continue receiving federal financial aid.

Financial Aid Probation: If placed on financial aid probation, you will have one semester to regain Satisfactory Academic Progress. If at the end of one semester you are not in good standing, you will not be eligible for further financial aid. Financial Aid Probation is not the same as Academic Probation as referred to in the Admission/Registrar Section of this catalog.

For more information or if you have questions, please contact the Financial Aid Office.