

Financial Aid

Panthers on the Hill. Prairie View A&M University believes that the intellectual and moral growth of students occurs both within and outside the formal classroom setting. Residential and social life experiences are regarded as learning opportunities, significant in their own right and complementary to those provided within the academic curriculum. Thus, the University is committed to providing a co-curricular environment that supports individual needs, and actively contributes to the University's residential and community life. A complete listing of the University's student services is provided in the Prairie View A&M University Student Conduct Code and Handbook. Those services that are particularly relevant to academic life at the University are briefly described below.

Quality Assurance Program

The U.S. Department of Education requires each university to conduct activities that will verify financial aid information provided by its students. This process may be done by verifying applicants selected by the Department of Education or through the Quality Assurance Program.

Prairie View A&M University participates in the Quality Assurance Program. This program is governed by federal regulations and the results of our findings are reported to the federal government.

The process begins in late September. Approximately 30% of financial aid recipients are randomly selected. If selected students must submit documentation to verify the information provided on the application. Errors may result in reductions or increases in financial aid eligibility. Participation is mandatory for selected students and non-compliance can result in cancellation of fall and spring aid.

GRANTS

Various grant programs are funded by federal and state governments, the university or a combination of these agencies. *Grants DO NOT have to be repaid. General requirements for grant programs stipulate that the student must be in good standing (A 2.0 overall grade point average), must be maintain academic satisfactory progress, must not be in default on a y student loan at any institution and must not owe a refund on any grant previously received.*

Federal Pell Grant:

A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are awarded usually only to undergraduate students who have not earned a bachelor's or a professional degree. (In some cases, however, a student enrolled in a post-baccalaureate teacher certification program might receive a Pell Grant.) Pell Grants are considered a foundation of federal financial aid, to which aid from other federal and non-federal sources might be added.

- Award determined by need.
- Full year maximum is \$5920 for full-time enrollment (12 credits).

Teacher Education Assistance for College and Higher Education (TEACH) Grant Program

Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program that provides grants of up to \$4,000 per year to students who intend to teach in a public or private elementary or secondary school that serves students from low-income families. If you are interested in learning more about the TEACH Grant Program, you should contact the financial aid office.

Conditions

In exchange for receiving a TEACH Grant, you must agree to serve as a full-time teacher in a high-need field in a public or private elementary or secondary school that serves low-income students (see below for more information on high-need fields and schools serving low-income students). As a recipient of a TEACH Grant, you must teach for at least four academic years within eight calendar years of completing the program of study for which you received a TEACH Grant. **IMPORTANT:** If you fail to complete this service obligation, all amounts of the TEACH Grants that you received will be converted to a Federal Direct Unsubsidized Stafford Loan. You must then repay this loan to the U.S. Department of Education. You will be charged interest from the date the grant(s) was disbursed. Note: TEACH Grant recipients will be given a 6-month grace period prior to entering repayment if a TEACH Grant is converted to a Direct Unsubsidized loan.

Student Eligibility Requirements

To receive a TEACH Grant you must meet the following criteria –

1. Complete the Free Application for Federal Student Aid (FAFSA), although you do not have to demonstrate financial need.
2. Be a U.S. Citizen or eligible non-citizen.
3. Be enrolled as an undergraduate, post-baccalaureate, or graduate student in a postsecondary educational institution that has chosen to participate in the TEACH Grant Program.
4. Be enrolled in coursework that is necessary to begin a career in teaching or plan to complete such coursework. Such coursework may include subject area courses (e.g., math courses for a student who intends to be a math teacher).

5. Meet certain academic achievement requirements (generally, scoring above the 75th percentile on a college admissions test or maintaining a cumulative GPA of at least 3.25).
6. Sign a TEACH Grant Agreement to Serve (see below for more information on the TEACH Grant Agreement to Serve).

High-Need Field

High-need fields are the specific subject areas identified below:

1. Bilingual Education and English Language Acquisition.
2. Foreign Language.
3. Mathematics.
4. Reading Specialist.
5. Science.
6. Special Education.
7. Other identified teacher shortage areas as of the time you begin teaching in that field. These are teacher subject shortage areas (not geographic areas) that are listed in the Department of Education's Annual Teacher Shortage Area Nationwide Listing at <http://www.ed.gov/about/offices/list/ope/pol/tsa.doc>.

As of July 2, 2010, a recipient of a initial TEACH Grant who has received an academic degree, or expertise, in a field that was, at the time the recipients signed the TEACH Grant Agreement to Serve, designated as high-need, but no longer has that designation, can fulfill the service obligation associated with TEACH Grant by teaching in the high-need field.

Schools Serving Low-Income Students

Schools serving low-income students include any elementary or secondary school that is listed in the Department of Education's Annual Directory of Designated Low-Income Schools for Teacher Cancellation Benefits
<https://www.tcli.ed.gov/CBSWebApp/tcli/TCLIPubSchoolSearch.jsp>.

TEACH Grant Agreement to Serve

Each year you receive a TEACH Grant, you must sign a TEACH Grant Agreement to Serve that will be available electronically on a Department of Education Web site. The TEACH Grant Agreement to Serve specifies the conditions under which the grant will be awarded, the teaching service requirements, and includes an acknowledgment by you that you understand that if you do not meet the teaching service requirements you must repay the grant as a Federal Direct Unsubsidized Loan, with interest accrued from the date the grant funds were disbursed. Specifically, the

TEACH Grant Agreement to Serve will provide that –

- For each TEACH Grant-eligible program for which you received TEACH Grant funds, you must serve as a full-time teacher for a total of at least four academic years within eight calendar years after you completed or withdrew from the academic program for which you received the TEACH Grant.
- You must perform the teaching service as a highly-qualified teacher at a low-income school. The term highly-qualified teacher is defined in section 9101(23) of the Elementary and Secondary Education Act of 1965 or in section 602(10) of the Individuals With Disabilities Education Act. Your teaching service must be in a high-need field.
- You must comply with any other requirements that the Department of Education determines to be necessary.
- If you do not complete the required teaching service obligation, TEACH Grant funds you received will be converted to a Federal Direct Unsubsidized Stafford Loan that you must repay, with interest charged from the date of each TEACH Grant disbursement.
- Your teaching service must in a high-need field.

Important Reminder

If you receive a TEACH Grant but do not complete the required teaching service, as explained above, you will be required to repay the grants as a Federal Direct Unsubsidized Stafford Loan, with interest charged from the date of each TEACH Grant disbursement.

Federal Supplemental Educational Opportunity Grant (FSEOG)

A Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need - that is, students with the lowest EFC and gives priority to students who receive Federal Pell Grants. An FSEOG does not have to be paid back.

The U.S. Department of Education guarantees that Prairie View A&M University will receive enough money to pay the Federal Pell Grants of its eligible students. There is no guarantee that every eligible student will be able to receive an FSEOG; students at Prairie View A&M University may be awarded an FSEOG based on the availability of funds.

You can receive between \$100 and \$4,000 a year, depending on when you apply, your level of need, the funding level of Prairie View A&M University and the policies of the University. Prairie View A&M University will directly credit your account. Prairie View A&M University pays students at least once per semester.

Toward Excellence, Access and Success (TEXAS) Grant Program

The TEXAS Grant is a state grant program available to Texas residents who graduated from a Texas high school no earlier than fall 1998. Recipients must have also completed the recommended or advanced high school curriculum or its equivalent. Need must be established by filing the FAFSA.

If you received a TEXAS Grant Initial or Renewal during the 2017-2018 school year you are required to meet the following:

Initial Recipients: First Year - freshman

1. Your cumulative academic GPA is 2.0 or higher
2. Your completion ratio is 67% or higher

Renewal Recipients: Sophomore Year and beyond

1. Your cumulative academic GPA is 2.5 or higher
2. You have earned at least 24 credit hours during the 2016-2017 school year
3. Your overall cumulative attempted hours is not greater than 150

Loans

General Requirements

The Office of Student Financial Aid & Scholarships administers a number of loan programs for students whose needs cannot be fulfilled in any other manner.. The university participates in several low-interest, long –term loans sponsored by the federal and state governments. Applicants for all loans must complete the Free Application for Federal Student Aid (FAFSA) as part of the application process. The loans are administered in adherence with accepted business practices in an effort to provide borrowers with and educational experience in personal finances as well as to ensure the continuance of existing loan funds through prompt repayment. Loan funds administered by the university vary somewhat in qualifications required, amounts that may be borrowed and terms of repayment.

General requirements stipulate that the student must be accepted for enrollment or, if a continuing student, must be maintaining satisfactory academic progress, must not be in default on any loan made from a student loan fund at any institution, must not owe a refund on any grant previously received and must complete a Loan Entrance counseling session before receiving the first disbursement and must attend a Loan Exit Counseling session whenever the student's enrollment status falls below half-time, the student withdraws or graduates from the university. Loan funds will not be disbursed until a student is registered for at least half-time status. Late registration will result in delayed financial aid disbursement.

Federal Student Loans

Prairie View A&M University administers loan programs for students who need financial assistance. Loans are often a part of a financial aid package and they provide students with an opportunity to invest in their future. Loans are available to students attending school at least halftime. Payment on the loan may be deferred until after graduation or termination of half-time or full-time enrollment. The student is responsible for repaying their loans.

All students borrowing under the William D. Ford Federal Direct Loan Program (subsidized or unsubsidized) for the first time at Prairie View A&M must complete Direct Loan entrance counseling. This requirement applies even if a student has borrowed at another school. Loan checks will not be disbursed until entrance counseling and a loan test have been completed. Students can complete Direct Loan Entrance Counseling via our web page at <https://studentloans.gov/myDirectLoan/index.action> in advance of the date their check is to be disbursed.

All loan funds will be disbursed in two payments. The first check will be disbursed at the beginning of the enrollment period or when funds arrive, the second will be disbursed mid-way through the enrollment period.

All first time, first year, freshmen undergraduate borrowers will have a 30 day delay on the disbursement of their initial Federal Stafford (subsidized or unsubsidized) Loan checks.

William D. Ford Federal Direct Loan Program

The Federal Direct Subsidized Loan is a need-based loan whereby a student borrows money directly from the federal government. Students must be enrolled at least half-time and have a financial need to borrow in this program.

The federal government will pay the interest on these loans until the time repayment begins, which is six months after the student graduates or ceases to be enrolled at least one-half of the normal course load, or when a student withdraws from an institution. A minimum payment of \$50 must be made monthly (but may be higher depending on the total amount borrowed). The loan funds generally must be repaid dependent upon the repayment plan that you chose.

Federal Direct Unsubsidized Loans: The unsubsidized loan terms and conditions are the same as subsidized, such as loan limits, deferments and interest rates with a few exceptions. However, students are responsible for any accruing interest during in-school, grace and authorized deferment periods. Interest accruing during those periods may be paid or capitalized as agreed by the borrower and lender.

Federal Direct Parent Loan for Undergraduate Students (Federal PLUS) Program The Federal Direct PLUS Loan is available to the parents of a dependent undergraduate student to help pay educational costs. Parents borrow directly from the federal government. In order to apply, parents must go to www.studentloans.gov, sign in with their PIN, click request Parent Plus Loan and follow the prompts.

The annual Federal Direct PLUS Loan limit is the cost of attendance minus other financial aid the student is receiving. All Federal Direct PLUS loans are made co-payable to the institution and parent borrower or be electronically transferred from the Department of Education to the institution and borrower. The funds are electronically transferred from the Department of Education to the institution.

University Scholarships

The Scholarship Office at the Prairie View A&M University offers a number of scholarships designed for undergraduate, transfer and continuing students that show promise through academics, leadership, and/or community involvement. The scholarship may be awarded based on merit, financial need, diversity, or other circumstantial and academic major considerations. Scholarships will be awarded as long as funding is available.

Although a student's financial need may be considered in making the award decision, these scholarships are generally awarded for academic or talent achievement indicated by grades earned in high school and college course work, test score such as ACT or SAT Reasoning Test, participating in extracurricular activities and other criteria defined by the specific scholarship programs.

Institutional Scholarships

The University awards a number of academic scholarships through university funds and donations made available by friends and supporters. A student's financial need will be considered in making an award decision. These scholarships are generally awarded for academic achievement indicated by grades earned in college or high school. Students must meet the criteria to apply for the various scholarships that are offered.

Competitive Scholarship for Non-Resident Fee Waivers

The recipient of a competitive institutional scholarship of at least \$1,000.00 for the academic year and/or summer for which the student is enrolled may be entitled to pay in-state tuition rates. That means non-resident students may receive the benefit of resident tuition. An official academic college/departments scholarship committee must award the scholarship and the recipient must compete with other students, for the non-resident fee waiver. The scholarship award must total \$1,000.00 or more. Non-resident fee waivers are not guaranteed based upon the awarding of a scholarship of \$1000 or more. A competitive measure is utilized in awarding such waivers.

Students participating in the University Academic Scholarship Program who may have been awarded the Regent's Merit Academic Scholarship will receive an out-of-state tuition waiver as long as they are in good standing and there are no mandated changes by Prairie View A&M University or the Texas Legislature.

College and Departmental Scholarships

For information on specific college and departmental scholarships, contact those offices directly.

University Academic Scholarships

The scholarship office is dedicated to helping undergraduate students with scholarship needs. The Office of Enrollment and Recruitment recommends undergraduate students for academic scholarships made available through university funding and through funds made available by friends and supporters. The scholarship office processes all scholarships for the university and hosts a list of outside scholarships that are available. All scholarship awards are based upon fund availability.

Prairie View A&M University scholarships are awarded on the basis of academic achievement and/or financial need. Academic achievement is indicated by grades earned in high school and college course work, test scores, such as SAT Reasoning Test or ACT, participation in extracurricular activities, and other criteria defined by the specific scholarship programs.

Please keep in mind the following:

- Admission to the University is required for scholarship consideration.
- Scholarships are awarded by the University's Banner Financial Aid Management System. However, a signed Scholarship Agreement is required for disbursement.
- University Admissions application will serve as the official scholarship application.
- There is not a deadline for University Scholarships. Awards will be made based on available funding.
- Students may not receive more than one University Academic scholarship.
- Only recent high school graduates entering into college for the first time are considered.

Regents' Merit Scholarship

The Regents' Merit Scholarship is the University's most prestigious award. The Regents' scholars will receive funding up to the cost for 18 semester credit hours, housing, and books (\$600 per semester), constituting a full scholarship to the University. Scholars are also eligible for University out of state waivers. The criteria for the scholarship are as follows:

- Must have graduated from a high school within 12 months of enrolling at Prairie View A&M University
- Student cannot be considered a transfer student from another college or university.
- Must have a minimum 3.50 cumulative high school GPA. (3.50 on a 4.0 scale)
- Must have a minimum 1260 (New SAT)/1760 (Old SAT) or 26 composite ACT score. Please note, the writing component (essay) is required. The SAT or ACT score is same day testing.
- The Regents' Student Merit Scholarships are renewable up to four years (eight semesters) provided the student earns 30 semester credit hours per academic year with a minimum 3.2 cumulative GPA.
- Coursework taken during a summer session cannot be used to meet the required credit load or GPA renewal requirements.

Presidential Academic Scholarship

The Presidential Academic Scholarship is \$9,200.00 per year (\$36,800.00 over eight semesters). The criteria for the Presidential scholarship are as follows:

- Must have graduated from a high school within 12 months of enrolling at Prairie View A&M University.
- Student cannot be considered a transfer student from another college or university.
- Must have a minimum 3.25 cumulative high school GPA. (3.25 on a 4.0 scale)
- Must have a minimum 1190 (New SAT)/1650 (Old SAT) or 24 composite ACT score. Please note, the writing component (essay) is required. The SAT or ACT is same day testing.
- The Presidential Academic Scholarships is renewable up to four years (eight semesters) provided the student earns 30 semester credit hours per academic year with a minimum 3.0 cumulative GPA.
- Coursework taken during a summer session cannot be used to meet the required credit load or GPA renewal requirements.

Distinguished Achievement Academic Scholarship

The Distinguished Achievement Scholarship is \$6,400.00 per year (\$25,600.00 over eight semesters). The criteria for the Distinguished Achievement scholarship are as follows:

- Must have graduated from a high school within 12 months of enrolling at Prairie View A&M University .
- Student cannot be considered a transfer student from another college or university.
- Must have a minimum 3.00 cumulative high school GPA. (3.00 on a 4.0 scale)
- Must have a minimum 1100 (New SAT)/1500 (Old SAT) or 21 composite ACT score. Please note, the writing component (essay) is required. The SAT or ACT is same day testing.
- The Distinguished Academic Scholarships are renewable up to four years (eight semesters) provided the student earns 30 semester credit hours per academic year with a minimum 3.0 cumulative GPA.
- Coursework taken during a summer session cannot be used to meet the required credit load or GPA renewal requirements.

Transfer Scholarships

The University offers Transfer Scholarships opportunities to students electing to transfer to the institution provided that they meet the outlined criteria in addition to the availability of funding. Award amounts are awarded per year and are subject to change based upon the availability of funding.

- \$2,500 - 45 transferable college level hours and a cumulative GPA 2.5
- \$4,000 - Associate's Degree and a cumulative GPA 2.0-2.99
- \$5,000 - Associate's Degree and a cumulative GPA 3.0-4.0

To be considered for the Direct Connect Scholarship Program the student must meet the following criteria:

1. Student must complete the admission process and meet all university and college level admission requirements by the application deadline.
2. Student must complete a minimum of 45 transferrable college level hours with a minimum overall GPA of 2.5
 - a. Only course grades of "C-" or better will be accepted for transfer
 - b. No developmental courses will be accepted for transfer
 - c. Student has completed the agreed upon listing of courses that are deemed to be equivalent to PVAMU courses
 - d. Student understands that he/she may need to complete additional pre-requisites as required by the program in which he/she enrolls at PVAMU.
3. Student must transfer to PVAMU not later than two semesters or one year after entering the program with a minimum of 45 hours and/or Associate Degree to be eligible for the program benefits. Associate's degree must be earned within two (2) years prior to program enrollment
4. Student must meet monthly with the Direct Connect Professional Advisor and provide any official documents as required.
5. At the time of class registration the student must meet the Texas Success Initiative requirements and be enrolled in a minimum of 12 hours.
6. Tuition assistance is available, in the form of a scholarship for a period up to four semesters for students with 45 transferable hours and a minimum overall GPA 2.5 or higher or an associate's degree.

7. All transfer scholarships are reserved for first-time PVAMU enrollees pursuing their first baccalaureate degree. In cases of multiple eligibilities, students may receive only one Direct Connect Tuition Assistance Scholarship.
8. The tuition assistance is only limited to students whom are a US Citizen and a Texas Resident and will not exceed the published annual award amounts and is based upon availability of funds and Community College Tuition and Mandatory Fees at the time of registration.

Private Scholarships

Private scholarships are scholarships that are not controlled by the University. These scholarships are awarded through the individual donors themselves and the money is sent to Prairie View A&M University to be disbursed.

Student Employment

For students who want to supplement their educational resources through part-time employment, two types of services are offered. The Federal/State College Work-Study Program is for those students who qualify for financial aid. The Student Hourly program is for students who do not qualify or who do not apply for financial aid. Office of Student Financial Aid & Scholarships will package the student and it is administered by the Student Employment Office.

Prairie View A&M University receives allocations from the federal government and the State of Texas to provide employment opportunities on campus. Students who request work-study on their FAFSA and meet the established deadlines are given priority to receive the award. Prairie View A&M University recommends that students secure a job which complements and reinforces their educational program and vocational goals. Students who are enrolled for at least half-time status, are citizens or permanent residents of the United States, have demonstrated financial need, are maintaining satisfactory progress, are not in default on any student loan made through or approved by an institution and who do not owe a refund on any grant previously received are eligible. Students must have been awarded and accepted the Work-Study award before being referred for an interview. Acceptance of the Work-Study award is not a promise of a job; it establishes eligibility. When the terms begin and during the school year, jobs are posted on-line on the Prairie View A&M University Student Employment website. Students who have established eligibility and meet the job requirements (if any) can request to be referred for an interview. Continuation in the job depends on funds available and the student's job performance. Previous employment does not guarantee continued employment.

Satisfactory Academic Progress Policy

Satisfactory Academic Progress (SAP) denotes a student's successful completion of coursework toward a degree. Federal regulations require the Office of Student Financial Aid & Scholarships (OSFAS) to monitor the progress of each student toward degree completion. Students who fall behind in their coursework (fail classes), fail to achieve minimum standards for grade point average or fail to complete classes in a maximum timeframe, may lose their eligibility for all types of federal and state aid and university aid administered by OSFAS.

REQUIREMENT FOR MAINTAINING SATISFACTORY ACADEMIC PROGRESS:

To maintain SAP, a student must:

1. Maintain a minimum overall grade point average (GPA) of a 2.0 for Undergraduate students and a 3.0 for Graduate or PhD students. GPA will be reviewed at the end of each semester.
1. Complete at least 67 percent of all attempted credit hours - This will be reviewed at the end of each semester and the aggregate percentage of coursework attempted and passed must equal 67 percent or greater at each review. (For example: a student who has attempted a total of 12 credit hours and only earns 8 credit hours has completed 67 percent of attempted credit hours).
1. Complete a degree program in a maximum timeframe of no more than 150 percent of the average length of the program. The maximum number of attempted hours for an undergraduate student is 180 hours. The maximum number of attempted hours for a graduate student is 54 hours and for a PhD student is 96 hours.

For transfer students: The number of transfer hours accepted at the point of admission will be used to calculate the student's remaining eligibility under the 150 percent rule and will be included in the quantitative calculation.

For second undergraduate degree students: Second-degree students will be given 150 percent of stated credit hours required for the second-degree program.

Withdrawal: A "W" grade which is recorded on the student's transcript will be included as credits attempted and will have an adverse effect on the student's ability to maintain satisfactory academic progress. Students who officially withdraw from the University must make up the deficit hours and are encouraged to attend summer school to remove the deficient hours. The successful completion of a course is defined as receiving one of the following grades: A, B, C or D. Courses with grades of F, I, U, and W will not qualify in meeting the minimum standard.

Incomplete (I) grade: An incomplete grade indicates that a student has not finished all course-work required for a grade and is included in the cumulative credits attempted. An incomplete will count toward maximum attempted hours but not as hours passed until a final grade is posted in the Registrar's Office.

Repeated courses: A student who has received a failing grade in a course may repeat the course and receive financial aid. Students (undergraduate and graduate) may only receive federal financial aid for one repetition (repeat) of a previously passed course. Students who have already passed

a course with a grade of D or better may only repeat the class one additional time and receive financial aid for that course. All repeated courses are included in the total maximum attempted hours for SAP evaluation.

Change of Major: A student may change from one major to another during attendance at the University. Students who change from one major to another are still expected to maintain satisfactory academic progress and complete the coursework within the time frame or hour limitation stated unless an appeal is approved. All attempted hours from a prior major are included in the total maximum attempted hours.

Audited courses: Courses audited are not eligible for financial aid and are not counted as either attempted or earned hours.

CONSEQUENCES OF FAILING TO MAINTAIN SATISFACTORY ACADEMIC PROGRESS

Students receiving federal aid who fail to completed qualitative, quantitative, and completion rate after each semester will result in the following:

1. **Financial Aid WARNING**

Students who fail to meet SAP requirements at the end of the semester will be placed on **Financial Aid Warning**. Students placed on financial aid warning will not need an appeal; however, failure to make satisfactory academic progress by the end of the financial aid Warning period will result in financial aid suspension.

1. **Financial Aid SUSPENSION**

Student who are placed on **Financial Aid Suspension** have the option to appeal for Title IV funding. At the end of the semester, students are notified of financial aid suspension and have the option to submit a typed-written letter of appeal along with all supporting documentation to the Office of Financial Aid and Scholarships Appeals Committee **by the established deadline** (see Appeals Procedures). **LATE APPEALS WILL NOT BE REVIEWED.**

The committee will review the appeal and supporting documentation to determine if the student's financial aid should be reinstated or remain in suspension.

Appeal Denial

All decisions that are rendered by the Financial Aid Appeals Committee will be **final** and not subject to further review. Student will remain on **Financial Aid Suspension** until he/she is back in good standing.

Appeal Approval

If the SAP appeal committee determines the student eligible for reinstatement of financial aid, he/she will be considered for aid available at the time of reinstatement and will be placed on **Financial Aid Probation**.

1. **Financial Aid PROBATION**

During the **Financial Aid Probation** period, the student will be **required** to sign a financial aid academic plan with his/her financial aid counselor before federal aid is reinstated for the semester. Upon completion of the financial aid academic plan, the student will be required to meet **all** stipulations within the academic plan. **Failure to do so will result in suspension of financial aid until student is back in good standing.**

- Must maintain a minimum GPA of 2.0 (Undergraduate) or 3.0 (Graduate) for the semester and must pass all attempted hours enrolled for.
- Student cannot receive a grade of F, I or W

NOTE: If the student does not enroll for the semester of financial aid probation, the approval stands for the following semester.

Appeal Procedures

Students who fail to meet the Satisfactory Academic Progress may appeal the suspension of their student financial aid. Letters of appeal should be based on a mitigating circumstance that negatively impacted the student's ability to meet the minimum required standards. Examples of such circumstance may include, but are not limited to:

- Death or prolonged illness of an immediate family member
- Medical illness by the student that created undue hardship
- Natural disasters beyond the control of the student or other personal or family matters/situations that may have negatively impacted the students' ability to meet the minimum required standards.
- If applicable, documentation that supports any [1] (p.)retroactive changes that may have occurred.

Steps in the APPEAL PROCESS:

1. Students must upload a completed SAP Appeal form to the Office of Student Financial Aid & Scholarships using the PantherPass document upload system via PantherTracks.
1. Student must include the following in order to be considered for an appeal review:

1. SAP Appeal Form
 2. A typed statement of circumstance of why satisfactory academic progress was not met. This statement MUST include specific information that outlines a mitigated change from the prior semester.
 3. Supporting documentation (proof of grade change, current academic transcript, doctor's statement, death certificate, accident report, etc.)
1. After the committee review, the student will be notified via *PantherTracks* and University email of the appeal decision.

[1] (p.) Retroactive Change: If errors are made within the grading process and the student is eligible for a grade change that affects satisfactory academic progress, the Office of Student Financial Aid and Scholarships will allow restoration of federal aid. Students will be allowed one semester of federal aid while grade change process occurs provided a letter from the department head or dean certifying that a grade change has been submitted or approved.