

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY

Federal and state regulations require that all students maintain satisfactory academic progress in order to be eligible to receive financial aid. The purpose of this requirement is to encourage all students to progress steadily at a reasonable rate toward graduation, transfer, or completion of their educational goal.

In order to comply, all financial aid recipients attending State Center Community College District - SCCCCD will have their academic progress monitored at the end of each year following spring semester grading. If the initial funding occurs after July 1st, all subsequently completed and graded semesters will be included in the evaluation. Academic transcripts for SCCCCD students include all courses taken at Fresno City College, Reedley College; the Clovis, Madera, Oakhurst and Willow-International Centers; and any other District site.

All previous periods of enrollment will be used in determining satisfactory academic progress, regardless of whether or not financial aid was received.

All financial aid programs require recipients to maintain satisfactory academic progress EXCEPT the Board of Governors Enrollment Fee Waiver Program and certain scholarships.

ACADEMIC REQUIREMENTS

Students must meet ALL of the following requirements before being considered for financial aid:

1. Be enrolled in and attending an eligible program for the purpose of completing an AA/AS degree, transfer requirements, or an approved certificate program.
2. Receive credit for at least 67% of the total cumulative units attempted.
3. Maintain the minimum cumulative Grade Point Average (GPA) requirements as follows:

Total Units Attempted	Minimum Cumulative GPA
0.0-29.9	1.50
30.0-44.9	1.75
45.0+	2.00

4. Attempted less than 90 cumulative units.
5. If all classes are taken on a credit/no-credit basis, the GPA requirement will not apply. Only units attempted and completed will be evaluated for percentage of completion.

INCOMING TRANSFER STUDENTS

1. All college work, regardless of transferable equivalencies, will be reviewed for units attempted but will not be included in the cumulative GPA calculation.
2. The Financial Aid Office reserves the right to require official academic transcripts from all prior colleges, universities, and vocational schools attended before determining financial aid eligibility.
3. The Admissions and Records Office at the student's home college will determine the number of transfer units acceptable toward degree/certificate.

WITHDRAWALS, INCOMPLETES, AND NO CREDIT/FAILED COURSES, REPORT DELAYED AND REPEATS

1. Grades of "W", "I", "NC", "F" and "RD" are considered unsuccessfully completed. Therefore, no credit is given for these classes.
2. If a student withdraws from all classes during a semester when aid is received, the student may be required to repay all, in the case of non-attendance (no-shows), or a portion of their financial aid received.

REPEATS

- a. Students may, under the conditions of the "Repetition of Courses Successfully Completed" in the college catalog, repeat courses for which they may again receive financial aid.
- b. When a student repeats a course, the highest grade earned is counted in the calculation of the cumulative GPA.
- c. When a student repeats a course, each time a course is taken counts as an attempt, but only the first time a passing grade is received is counted as a completion when determining a student's completion rate.

DISQUALIFICATION

1. A student will be placed on Financial Aid Disqualification if he does not meet the academic requirements outlined Academic Requirements for two or more semesters at SCCCD. The student is not eligible to receive financial aid when on disqualification status except for a Board of Governors Enrollment Fee Waiver, if eligible.
2. If the student had mitigating circumstances beyond his control that prevented him from making satisfactory progress, he may submit a written appeal.

APPEALING FOR FINANCIAL AID

- a. Obtain an appeal form at the Financial Aid Office and complete the student section of the appeal form.
- b. Make an appointment with an Academic Counselor for a Student Educational Plan (SEP).
- c. Submit the completed appeal to the Financial Aid Office.
- d. The appeal will then go to the Appeal Committee, which will review the student's appeal form, academic records, and financial aid records in order to make a decision.
- e. The Appeal Committee meets on a weekly basis, but meetings are subject to change. The student will be notified by mail of their decision.

REINSTATEMENT OF FINANCIAL AID AFTER DISQUALIFICATION

A student's financial aid will be re-instated under the following conditions:

1. The student submits an appeal form and the appeal is approved by the Financial Aid Appeal Committee.
2. The student who had incomplete grades successfully completes the coursework and is now making satisfactory progress.
3. The student achieves satisfactory academic progress during a subsequent semester.

REMEDIAL/NON-DEGREE APPLICABLE AND ESL CLASSES

Remedial/Non-Degree applicable and ESL classes are numbered 200 and above. Additional details regarding these types of classes can be found in the college catalog.

1. Up to 30.0 units of remedial/non-degree applicable coursework are excluded from the cumulative units attempted.
2. All English as a Second Language (ESL) units are excluded from the cumulative units attempted.

CAREER AND TECHNOLOGY CENTER (CTC)

Fresno City College offers special open entry programs that measure progress in clock hours. Students who have completed a Career and Technology Center Program will have the following units counted toward the 90.0 unit maximum.

- a. 600 Hour Program = 16.0 units
- b. 900 Hour Program = 24.0 units