FINANCIAL AID REPEAT COURSEWORK POLICY

Due to changes in federal regulations, effective Spring 2012, the Financial Aid Office is required to monitor and adjust a student's enrollment status for federal financial aid programs whenever the student repeats a previously attempted course. The following information outlines the provisions of this policy.

- I. Repeat courses will be included in determining a student's enrollment status for federal financial aid payments only if the course meets one of the following stipulations:
 - A. The repeat course received a failed/non-passing grade on **all** previous attempts.
 - B. When being repeated for the 2nd attempt, the repeat course received a passing grade on <u>one</u> previous attempt.
- II. Other important provisions/exceptions of this policy:
 - A. The units of an attempted 3rd repeat will not be considered toward the enrollment status for federal financial aid payments if the repeat course received a passing grade on <u>any</u> of the previous two attempts.
 - B. For purposes of this policy, a "passing grade" is defined as a D or better.
 - C. For purposes of this policy, a "failed/non-passing" grade is defined as a Withdrawal (W), Incomplete (I or IP), No Credit (N, NC or NP), Report Delay (RD) or Failing (F) grade.
 - D. <u>All</u> repeat coursework will be included in the total number of units attempted for purposes of determining a student's progression toward the Maximum Time Frame, as defined in the Financial Aid Satisfactory Academic Progress Policy.
 - E. The Financial Aid Repeat Coursework Policy applies regardless of whether a student received financial aid during previous attempts of a repeat course.

<u>Please note:</u> the Financial Aid Repeat Coursework Policy applies only to determining which courses are eligible to be considered toward the enrollment status for federal financial aid payments. *This policy is separate from the institutional academic policy regarding repeating courses.* The Financial Aid Office does *not* determine if a student is allowed to repeat a course. Refer to the College Catalog for more information on the academic repeat policy.

Below you will find several examples to assist with understanding how this policy is applied:

Example 1 John attempted English 1A and received an "F" grade. He repeats the course and receives an "F" grade on the 2 attempt as well. He enrolls in English 1A again to repeat the course for a 3rd time. This course *is* eligible to be included in his enrollment status for federal financial aid payments on the 3 attempt because John has not received a passing grade on any previous attempt (section IA above).

Example 2 Jane received a "D" grade in History 11 on her 1st attempt. She enrolls in History 11 for a 2nd time to repeat the course for a better grade. This 2 attempt *is* eligible to be included in her enrollment status for federal financial aid payments because she has received a passing grade on only one previous attempt (section IB above).