

MISSISSIPPI VALLEY STATE UNIVERSITY  
OFFICE OF STUDENT FINANCIAL AID

**SATISFACTORY ACADEMIC PROGRESS  
UNDERGRADUATE POLICY**

Mississippi Valley State University students must show measurable academic progress towards a degree. Undergraduate students are required to earn a 2.00 Cumulative Grade Point Average in major courses of study in order to graduate. Students are required to maintain Satisfactory Academic Progress (SAP) by meeting requirements, both Qualitative and Quantitative Standards, to complete their educational program.

In order to maintain satisfactory academic progress, Mississippi Valley State University uses a graduated scale that culminates in the graduation requirement.

**Qualitative Standards**

The following scale is used to determine whether qualitative satisfactory academic progress is being maintained:

**Undergraduate Satisfactory Academic Progress Table**

<b>Credit Hours Attempted</b>	<b>Maintaining Progress</b>	<b>Financial Aid Suspension</b>
	<b>Bachelor's Degree</b>	
0-29 credit hours	1.51 or greater	0.00-1.50
30-59 credit hours	1.75 or greater	0.00-1.74
60-89 credit hours	2.00 or greater	0.00-1.99
90+ credit hours	2.00 or greater	0.00-1.99
Teacher Certification	2.00 or greater	0.00-1.99

**Quantitative Standards**

Students are expected to complete the requirements for a degree within a reasonable time frame. Undergraduates pursuing a degree are allowed to attempt up to 150% of the length of their academic program. For example, length of program =  $124 \times 150\% = 186$  hours. This includes both Mississippi Valley State University attempted hours and hours transferred from other institutions.

Undergraduate students must make incremental progress toward their degree. Therefore, a minimum percentage of hours attempted must be completed. To meet this standard, students must complete 67% of hours attempted. This is calculated by determining the cumulative number of credit hours the student has successfully completed divided by the number of cumulative credit hours the student has attempted.

## **Grades**

All MVSU credit hours attempted are in the Satisfactory Academic Progress calculation. Grades “F”, “I”, “W”, and (withdrawals) are not counted as hours completed. However, they are counted as hours attempted. Also, all repeat hours are counted as attempted hours. Passed hours may only be repeated ONCE for Title IV assistance.

## **Satisfactory Academic Progress Review**

Satisfactory Academic Progress (SAP) is measured at the end of the spring payment period (semester).

## **Financial Aid Suspension**

Students who fail to complete the required hours and maintain the required cumulative GPA will be placed on Financial Aid Suspension. Students who fail to bring the cumulative GPA into compliance and or complete the required hours, will be considered as not maintaining Satisfactory Academic Progress and will be ineligible for Title IV assistance.

Students placed on financial aid suspension may submit an appeal for reinstatement of aid due to mitigating circumstances that prevent them from maintaining Satisfactory Academic Progress (SAP).

## **Financial Aid Probation**

Probation is an official warning from the university that the student has not maintained his/her academic standing. Students will be placed on Financial Aid Probation for one payment period (semester) after a successful appeal. At the end of the probationary period (semester), the student should have established Satisfactory Academic Progress (SAP).

## **Appeal Procedures**

Students who fail to maintain Satisfactory Academic Progress (SAP) and have been placed on financial aid suspension may submit an appeal due to mitigating circumstances for reinstatement of aid. The appeal must clearly explain what mitigating circumstances caused the student to fail the standards and what has changed that will allow the student to make Satisfactory Academic Progress (SAP). A complete appeal application, due to mitigating circumstances, with supporting documentation must be submitted to the Office of Student Financial Aid. Satisfactory Academic Progress Appeal

Applications received after the first day of class, will not be accepted. SAP Appeal Applications without supporting documentation will be deemed incomplete. The Satisfactory Academic Progress Appeals Committee will render a decision to the student by telephone and/or written notification.

**The appeal decision is final.**

## **Mitigating Circumstances**

Mitigating circumstances are unforeseen, special or unusual/traumatic conditions which caused undue hardship. These circumstances may include serious illness or injury relating to the student, death or serious illness of an immediate family member, significant traumatic occurrence that impaired emotional and/or physical health or other documented circumstances.

## **SAP Appeal Decision**

Reinstatement of Financial Aid will be based on the depth of the appeal statement, documentation received, and the academic record. Filing an appeal **does not** guarantee Financial Aid reinstatement. If your appeal is denied, you will be required to make payment arrangements with the Office of Student Accounts to pay any incurred charges. You are responsible for **all charges** incurred during periods of ineligibility. If your appeal is approved, your financial aid eligibility will be reinstated, and **you will be placed on financial aid probation for one semester**.

Financial aid will be reinstated for students who reestablish eligibility by maintaining the standards of Satisfactory Academic Progress (SAP). Reinstatement of an Academic Suspension to attend the university does **not** reinstate financial aid.

### **Academic Plan**

If your Satisfactory Academic Progress Appeal Application is approved with the stipulation that you meet with your Academic Advisor to discuss and develop an Academic Plan, it is the expectation that you adhere to all conditions outlined in your Academic Plan to ensure you meet the university standards for satisfactory academic progress.