



Satisfactory Academic Progress – Title IV Federal Financial Aid

The U.S. Department of Education provides baseline criteria for financial aid offices to use in developing policies to govern all Title IV Federal Financial Aid funding. Title IV Federal Financial Aid programs include Pell, SEOG, Federal Work-Study, TEACH and Direct Loans. Recipients of Title IV Federal Financial Aid will be reviewed on both a qualitative (GPA) and a quantitative (percentage of coursework completed) at the end of every semester to ensure that they are making sufficient progress toward degree completion. ***Withdrawing from classes may result in a failure to meet the quantitative requirement.***

Meeting the Federal Title IV Quantitative Requirement

The quantitative requirement measures completed credits over attempted credits in a given term, and is based on a student's enrollment status at the end of the drop/add week at the start of each semester. All students must complete at least 67% of the coursework that they attempt in a given term.

Meeting the Federal Title IV Qualitative Requirement

The qualitative requirement measures cumulative GPA (CGPA). All students must maintain a CGPA of 2.0 or greater at the end of their Sophomore year.

Maximum Time Frame

Federal regulations also monitor "maximum time frame", which requires all students to complete their degree program within 150% of the published program length. As an example, students enrolled in an undergraduate program that requires 120 credit hours earned to graduate are eligible to receive Title IV aid for no more than 180 credits. Once a student has reached "maximum time frame", they will automatically lose eligibility for Federal Title IV aid without the option to appeal.

Grace Period and Loss of Title IV Aid

After the first term during which a student does not meet any (or all) of the satisfactory academic progress requirements, the student will be placed on a one-semester warning. During this warning period, the student can remain eligible for Title IV funding, but it is the responsibility of the student to regain eligibility. At the end of that subsequent semester of enrollment, the student's academic progress will again be evaluated. If the student has again failed to meet any (or all) of the satisfactory academic progress requirements, they will lose eligibility for Title IV aid with the option to appeal. If circumstances warrant, a waiver may be granted by Canisius. Students will be notified via their Canisius email when they have failed to make satisfactory academic progress. A student will regain Title IV eligibility once they are in



good standing for both the qualitative and quantitative SAP requirements. They will be notified via their Canisius email.

Appeals and Waivers

Students may appeal a satisfactory academic progress loss by completing and submitting a written appeal to the Student Records and Financial Services Center. Appeals are intended only to accommodate extraordinary or unusual cases that have affected a student's academic performance and must be submitted with appropriate documentation. If an appeal is approved, a probationary waiver is granted, which may include specific conditions for the student to meet in order to regain eligibility for Title IV aid. If those conditions are not met after the student's next semester of enrollment, the student will lose Title IV eligibility without the option to appeal. The student will be notified of the status of their appeal via their Canisius Email before the beginning of the next term or within 21 days of their appeal.

Appeals may be granted if situations beyond the students control prevent the student from maintaining satisfactory academic progress. An appeal will be granted only when there is a reasonable expectation that the student will be able to meet the successive steps for financial aid eligibility as specified in the tables below. Reasons for which appeals may be granted include:

- 1 Personal medical problems
- 2 Family medical problems
- 3 Severe personal problems
- 4 Other circumstances beyond the control of the student

Successful Completion of Courses

To be counted as successfully completed and earned hours, the student must receive a grade of A, B, C, D, P or XP. Withdrawals (W), incompletes (I/IP), or failures (U, NG, F, FX or X) are counted as attempted hours but are NOT counted as successfully completed and earned hours.

Incomplete Grades

If a student can convert an incomplete grade into a complete grade before the start of the third week of classes of their subsequent semester of enrollment, the grade and credit hours can be counted in determining the student's academic progress. The student must submit proof of grade completion to the financial aid office in advance of this deadline in order to be considered. Federal regulations stipulate that if the student does not convert the incomplete grade in advance of the end of the third week of their next semester of enrollment, the student is not making satisfactory academic progress, even if the grade is replaced at some point thereafter.



Transfer of Credit from Other Schools

Transfer credit that is awarded from other schools will be included in both the attempted hours and the earned hours when evaluating the quantitative and maximum time frame measurement of the SAP policy. Transfer credits do not count in the GPA (qualitative) measurement. A student that brought in 12 transfer credits and has passed 15 of 25 credits at Canisius will be at a 73% quantitative measurement and therefore be passing the SAP requirement 67%.

Remedial Coursework

Canisius does not currently have and courses that qualify as remedial.

Repeating Coursework

Students who are dissatisfied with their grade in a course may repeat the course once (exceptions may be approved by the appropriate associate dean in consultation with the department chair). When a student repeats a course, the original course and credits are excluded E from the earned credits/GPA and the new course is included. The class will be included in attempted hours but only the class that is passed will be included in earned hours. Thus, affecting the quantitative calculation but not the qualitative.

Academic Forgiveness

Students can apply for the Academic Forgiveness program at Canisius College. Academic Forgiveness can be given to students who have left the College for a specific period or to students while they are enrolled at Canisius. Because State and Federal regulations prohibit students from benefiting from Academic Forgiveness programs in regards to Title IV and State Aid, Financial Aid will need to continue to evaluate Title IV and State eligibility using the students original record.

Academic Reset

Academic reset relates to undergraduate students who are changing their majors, or previously undeclared students who are now declaring a major. These students may petition the associate dean for academic forgiveness for up to five (5) courses taken in the two semesters previous to the request. Only courses in which the student earned a grade of C-, D, F, or FX are eligible for forgiveness. The associate dean will consult with the department chair of the new major to consider the request. If approved, the associate dean will notify the Student Records and Financial Services Center that the student has been approved for academic forgiveness, listing the courses affected by the approval.

- Courses with a failing grade which have been forgiven will remain on the student's academic transcript with a grade of "X" listed to indicate that the course is part of the



academic forgiveness policy and not included in the calculation of the grade point average.

- Courses with a C- or D grade which have been forgiven will remain on the student's academic transcript with a grade of "XP" listed to indicate that the course is part of the academic forgiveness policy and not included in the calculation of the grade point average. Credit hours are earned with a grade of XP.

Courses involved in an academic reset will not count into the GPA measure of SAP, but will count in the percentage of completion and maximum time frame calculation of SAP.

Federal Chart

The following chart explains the requirements for eligibility for Federal financial aid (Pell, FSEOG, FWS, Teach Grants and Federal Direct loan). Students must successfully earn 66.7% of their overall attempted credit hours.

**In order to
receive aid
for
semester**

1st 2nd 3rd 4th 5th 6th 7th 8th 9th 10th 11th 12th

**Cumulative
GPA**

0 1.0 1.25 1.5 2.0 2.0 2.0 2.0 2.0 2.0 2.0 2.0

Satisfactory Academic Progress – State Aid

The following charts explain eligibility for state financial aid (TAP, APTS). Standards of Satisfactory Academic Progress (SAP) must be evaluated after every semester for the purpose of determining eligibility.



Semester 2010-2011 and thereafter (Non-remedial students)

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th	7th	8th
TAP points (earned)	0	6	12	18	24	30	36	42
A student must have accrued these many credits	0	6	15	27	39	51	66	81
With at least this Grade Point Average	0	1.5	1.8	1.8	2.0	2.0	2.0	2.0

Semesters prior to 2010-2011 and remedial students

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th	7th	8th	9th
TAP points (earned)	0	6	12	18	24	30	36	42	48
A student must have accrued these many credits	0	3	9	21	33	45	60	75	90
With at least this Grade Point Average	0	1.1	1.2	1.3	2.0	2.0	2.0	2.0	2.0

Semesters 2010-2011 and thereafter Associate Programs

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th
TAP points (earned)	0	6	12	18	24	30



A student must have accrued these many credits	0	6	15	27	39	51
With at least this Grade Point Average	0	1.3	1.5	1.8	2.0	2.0

In addition, students must meet **program pursuit** regulations, which require that during the first two semesters of TAP, an individual must **complete** at least 6 credit hours per semester, at least 9 credits hours per semester for the 3rd and 4th semesters, and at least 12 credits for the 5th and all succeeding semesters.

For students in non-traditional undergraduate programs offered in standard terms students may receive a third payment of TAP in a calendar year, which New York State refers to as an accelerated award payment. Along with meeting the criteria listed in the above charts, in order to receive an accelerated award payment a student must be enrolled in a full-time semester after receiving TAP in the two previous full-time semesters in a calendar year. The student must also have earned 24 credit hours in the prior two semesters in order to receive the accelerated TAP payment. **Note:** Transfer credits do not apply to the 24-credit hour requirement.

TAP Waivers

Students may appeal a TAP satisfactory academic progress loss by completing and submitting a written appeal to the Student Records and Financial Services Center. Appeals are intended only to accommodate extraordinary or unusual cases that have affected a student's academic performance and must be submitted with appropriate documentation. If an appeal is approved, a waiver is granted, which may include specific conditions for the student to meet in order to regain eligibility for State aid. If those conditions are not met after the student's next semester of enrollment, the student will not be certified for State aid, without the option to appeal. The student will be notified of the status of their appeal via their Canisius Email before the beginning of the next term or within 21 days of their appeal.

Appeals may be granted if situations beyond the students control prevent the student from maintaining satisfactory academic progress or program pursuit. An appeal will be granted only when there is a reasonable expectation that the student will be able to meet the successive steps for financial aid eligibility as specified in the tables below. Reasons for which appeals may be granted include:



- 1 Personal medical problems
- 2 Family medical problems
- 3 Severe personal problems
- 4 Other circumstances beyond the control of the student

Satisfactory Academic Progress – Canisius College Merit and Need Based Aid

Canisius students are awarded merit and need based awards when they enter Canisius for the first-time. These awards are based on many different factors ranging from academic performance in high school or a previous college, filling out a FAFSA, a Canisius income estimator and so on. Students need to maintain a 2.0 overall GPA after their second semester to be eligible for their merit based Canisius awards. The Ignatian scholarship is awarded to exceptional first-time freshman entering Canisius. Ignatian scholarship recipients must maintain a 3.0 overall GPA to remain eligible for the scholarship. **If these students do not have a 3.0 overall GPA after their second semester, the Ignatian scholarship will turn into the equivalent of the Peter Canisius Scholarship, which is \$2,000 less than the Ignatian. The student will then need to keep a 2.0 GPA.**

Students can regain eligibility for their merit and need based awards as they return to an overall 2.0 GPA. Once an Ignatian level student loses eligibility they cannot regain eligibility. The loss of Merit and Need Based aid can only be appealed in conjunction with Title IV aid. If a student does not receive Title IV aid then they may appeal the same way a Title IV eligible student would (see above).

Satisfactory Academic Progress – Canisius College Endowed Aid

Canisius students may be awarded grants and scholarships from The Canisius Endowment. Endowed scholarships are generally gifted from Alumni, Businesses and friends of the College. Endowed scholarships are awarded in accordance with the wishes of the donors and are therefor not subject to Title IV or State rules regarding SAP. While the student remains in good standing or on academic probation they will be eligible for endowed aid as long as the stipulations of the donor are met. To find out more about academic standing, please visit the Canisius University academic catalog.

