

**JACKSON STATE UNIVERSITY  
FINANCIAL AID OFFICE  
STANDARDS FOR SATISFACTORY ACADEMIC PROGRESS  
GRADUATE POLICY**

Section 484 of the Higher Education Act (HEA), as amended, requires a student to maintain satisfactory academic progress (qualitative & quantitative) in the course of study he or she is pursuing in order to receive aid under the student financial assistance programs authorized by Title IV. These programs include: Federal Work Study (FWS) Teacher Education Assistance for College and Higher Education Grant Program (TEACH), Federal Perkins Loan, and Federal Family Educational Loan Program – William D. Ford Federal Direct Loan Program (Subsidized, Unsubsidized and PLUS).

Graduate Students are required to maintain Satisfactory Academic Progress (SAP) by meeting requirements both Qualitative Standards and Quantitative Standards to complete their educational program within a reasonable time frame.

### **Qualitative Standards**

Students must meet the Standards for Satisfactory Academic Progress (SAP) as set by the Graduate School. Measurable academic progress must be shown toward completion of degree requirements and students must maintain a cumulative GPA of 3.0 and above.

### **Quantitative Standards**

Students are expected to complete degree requirements within a reasonable time frame as defined by the Time Limits set by the Graduate School. Graduates students must comply with the pace of progression toward a degree.

Incremental progression toward the degree (PACE) must be made; therefore, a minimum percentage of hours attempted must be completed. To meet this standard, students must complete 67% of hours attempted.

The following formula is used to calculate PACE:

$$\text{PACE} = \frac{\text{Cumulative number of hours student successfully completed}}{\text{Cumulative number of hours student attempted}}$$

Transfer credit hours accepted will count as hours attempted and hours completed and will be used in the formula to calculate the PACE rate for transfer students.

### **Grades**

All JSU credit hours attempted are included in the Satisfactory Academic Progress (SAP) calculation. Grades of “F”, “I”, “W”, and (withdrawals) are not counted as hours completed hours; 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 (SAP) is measured at the end of each payment period (semester) including the summer term.

## **Financial Aid Warning**

Students who fail to maintain the above standards at the end of the evaluation period (semester) will be placed on Financial Aid Warning and eligible for Title IV assistance for the subsequent payment period (semester) if otherwise eligible.

## **Financial Aid Suspension**

Students who fail to complete the required hours and maintain the required cumulative GPA for two consecutive semesters will be placed on Financial Aid Suspension. At this point, students will be considered as not maintaining the Standards for Satisfactory Academic Progress and will be ineligible for Title IV assistance.

Students placed on Financial Aid Suspension may submit an appeal for consideration to reinstate aid due to mitigating circumstances that prevented them from maintaining Satisfactory Academic Progress (SAP).

Reinstatement of an Academic Suspension to attend the university does not reinstate financial aid.

## **Appeal Procedures**

Students who failed to maintain the Standards for Satisfactory Academic Progress (SAP) and have been placed on financial aid suspension may submit an appeal. 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) at the next evaluation. The appeal with supporting documentation must be submitted to the Financial Aid Office by the last date of published registration. Appeals received after this date will be reviewed for the next semester. The Financial Aid Appeals Committee will render a decision and the results will be posted to the student's JSU P.A.W.S. account and/or written notification approximately seven to ten days after the appeal is received except during peak seasons. **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.

## **Reinstatement**

Reinstatement of Financial Aid will be based on the strength of the appeal statement, documentation received and the academic record. **Filing an appeal does not guarantee Financial Aid reinstatement.**

Financial aid will be reinstated for students who reestablish eligibility by maintaining the Standards of Satisfactory Academic Progress (SAP).

## **Financial Aid Probation**

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 must be making Satisfactory Academic Progress (SAP) and/or following an Academic Plan developed by the student's Academic Advisor that ensures the student can complete his educational program within a reasonable time frame.