

Federal regulations require students who are receiving federal financial aid to maintain satisfactory academic progress (SAP) to qualify for federal financial aid.

Only graduate students with a current year FAFSA on file will be evaluated. If you do not have a current FAFSA on file, you will not be evaluated until a FAFSA is received for the upcoming academic year.

The Office of Financial Aid reviews SAP at the end of each semester, including the summer term. If a student fails to meet SAP, a notification will be sent to the student's university email account. SAP applies equally to full-time and part-time students. All enrollment periods are included in the SAP calculation, even those in which a student might not have received federal financial aid. The standards for recipients of federal financial aid will always be at least as strict as standards for all students. Please note that these expectations apply even in those cases where students change their major or area of study.

Students can monitor their SAP status through their myBucknell account. Additionally, students who fail to meet the minimum SAP requirements will be notified via their university email account.

Qualitative and Quantitative Standards

The University measures your academic performance based on three standards; grade point average (GPA), pace, and maximum timeframe. To be eligible for federal financial aid, graduate students must comply with the following requirements:

Cumulative Grade Point Average (GPA)

Maintain a 3.0 minimum cumulative grade point average.

Completion Rate

Complete at least 67 percent of all your attempted credits per semester. This calculation is performed by dividing the number of credits earned by the number of credit hours attempted.

Calculations not resulting in whole numbers are rounded to the nearest whole number. Course withdrawals, incompletes, transfer credits, repeat courses, and pass/fail grades are included in this calculation.

Completed Hours / Attempted Hours = Completion Rate

- **Attempted Credits:** Attempted credit includes those in which a student is enrolled at the end of the drop period or for courses in which the student been charged.
- **Withdrawals(W)** are not included in the GPA calculation but are considered a non-completion of attempted coursework. Withdrawals will adversely affect the Completion Rate and are NOT considered successful completion.
- **Repeated Courses** affect both the GPA and Completion Rate.
- **Transfer Credits (TR)** do not affect the GPA. Transfer hours are added to both completed hours and attempted hours in the Completion Rate calculation. Grades received for transfer credits are not included in the GPA calculation.

- **Incomplete Courses (I)** are not included in the GPA calculation. Once completed, SAP will be recalculated to ensure the minimum GPA requirement is met. Incomplete courses will adversely affect the Completion Rate, counting as attempted hours but not completed hours.
- **Failed Courses (F)** will impact the GPA. A failing grade (F) is treated as attempted credits not earned; an F grade will be included in the GPA calculation and the minimum completion rate.
- **Audit Course (AU)** is not considered attempted coursework. Therefore, it is not included in the GPA calculation or completion rate determination.
- **Passing Grade (P)** is counted as both attempted and earned credits, but it is not included in the GPA calculation since it does not represent any quality points.

Maximum Timeframe

Students must complete their degree requirements within 150% of the length of their academic program. Once it becomes mathematically impossible to graduate within 150% of the program length, students are ineligible for federal financial aid.

Financial Aid Warning

Students who fail to meet one or more of the SAP standards will be placed on federal financial aid warning for the upcoming semester.

Students placed on financial aid warning are eligible to receive federal aid during their financial aid warning semester. However, such a student will be expected to achieve SAP at the end of their warning semester. If a student meets the minimum SAP requirements after their warning semester, the student's SAP will be considered satisfactory for their next period of enrollment, and the student will continue to be eligible to receive federal financial aid.

Financial Aid Suspension

If the student does not achieve federal financial aid satisfactory academic progress after their warning semester, then federal financial aid will be suspended (financial aid suspension) for their next semester of enrollment. Students on financial aid suspension are immediately not eligible for federal financial aid, and the student will need to secure other sources of funding outside the University.

Re-establishing Eligibility Following Suspension

Students placed on federal financial aid suspension can re-establish federal financial aid eligibility in one of two options:

1. Pay for the next term on their own and have their financial aid satisfactory academic status reevaluated after the completion of that term or;
2. Submit an appeal to the Office of Financial Aid.

SAP Appeals

Students may appeal an SAP suspension through the Office of Financial Aid. Information on how to submit an appeal will be provided to the student with the notification of suspension that is sent to the student's university email.

The appeal should be submitted to the Office of Financial Aid within two weeks of notification of SAP failure. The appeal should explain the reason for the SAP failure, a description of what has changed since the failure, and the plan for resolving the issues that caused the failure. Examples of approved appeals might include the unfortunate death of a parent, injury or illness of the student, or any other unusual circumstances that the student feels were relevant to their lack of academic progress.

Students can appeal multiple suspensions only if they have a different reason for not maintaining satisfactory academic progress. Federal regulations do not allow multiple suspension appeals due to the same reason.

The Office of Financial Aid will review such appeals and consult the College of Arts & Sciences, College of Engineering, Freeman College of Management, Graduate School or Registrar's Office as necessary. Each student's situation will be reviewed individually and on its own merits.

Financial Aid Probation/Academic Plan

If an appeal is approved, students can receive federal aid for one term and are expected to be back up to standard by the end of that term. An academic plan will be established for those students where it is impossible to rebound after one term. The academic plan will extend the probationary period beyond one term. Outcomes of SAP appeals are sent to the student's university email account.

Students on financial aid probation may only receive federal financial aid for one payment period. In addition, a student on financial aid probation may not receive federal financial aid for the subsequent payment period unless the student is now making satisfactory academic progress after the semester they were placed on financial aid probation or the student was placed on an academic plan and the student is meeting the minimum requirements of the academic plan.

If a student is placed on an academic plan and fails his academic plan, the student can only regain federal aid eligibility by paying for the next term on his own and successfully meeting the requirements of Bucknell's financial aid satisfactory academic policy.

For those denied an appeal or who choose not to appeal, eligibility can be re-established by enrolling without federal financial aid and rising above the minimum standards. When a student is again above the minimum standards, federal financial aid can be provided for the following eligible term.

The University reserves the right to adjust these policies.