Satisfactory Academic Progress (SAP)

Last Updated: 10/14/2020

In order to receive federal financial aid, all students must maintain satisfactory academic progress (SAP) toward graduation, regardless of enrollment status. BYU evaluates SAP components (see below) after every semester. Students who meet the requirements at that point and meet all other eligibility requirements are eligible for federal financial aid for their next semester of enrollment. These standards apply to all periods of attendance, including semesters students did not receive financial aid. Please note that these standards are not the same as BYU's academic requirements; however, the SAP policy is at least as strict as the BYU academic policy. Students may be eligible to attend BYU but may not be eligible to receive federal financial aid.

<u>Undergraduate Students</u>

Undergraduate SAP standards include the following qualitative and quantitative requirements:

- Minimum 2.0 cumulative **GPA** (includes transfer credits)
- **Maximum Timeframe** of 150% of the number of credit hours required for the program of study (typically 180 attempted credits) which includes:
  - Passing grades (including P)
  - E, I, IE, UW, W, WE, or T grades
  - Repeated credits
  - Transfer credits and AP/IB credits that count toward BYU graduation requirements, excluding transfer E and W grades
  - Foreign language exams/other examination credits
- Minimum 66.67% **Pace** (completion percentage)—calculated by dividing the total number of earned or passing credits (grades A, B, C, D, or P) by the total number of attempted credits. E, I, IE, UW, W, WE, T, NS, and NG grades are attempted but not completed credits.

<u>Graduate Students</u>

Graduate SAP standards include the following qualitative and quantitative requirements:

- Minimum 3.0 cumulative **GPA**—includes only those courses taken since completing any former degree(s)—(law students must maintain a cumulative GPA of 2.7 or higher)
- **Maximum Timeframe** of no more than 150% of the number of credit hours required for the program of study which includes:
  - Passing grades (including P)
  - E, I, IE, UW, W, WE, or T grades
  - Repeated credits
  - Transfer credits and AP/IB credits that count toward BYU graduation requirements, excluding transfer E and W grades
  - Foreign language exams/other examination credits

- **Academic Standing** – "satisfactory" and "marginal" meet SAP; "unsatisfactory" does not meet SAP (assessed by the Graduate Studies Office)

Post-baccalaureate Studies (PBS) Students

SAP standards for students in the Post-baccalaureate Studies Program are the same as those for undergraduate students, with the following exception: **Maximum Timeframe** limit is 150% of your required number of prerequisite or teacher certification credits. SAP calculations only include those courses students have taken since completing any former degree(s).

Changing Majors

Up to 20.0 credit hours may be excluded in one or more documented previous majors that do not fulfill any other graduation requirements.

Double Majors

Students who have been approved by the university for a double major may have their maximum timeframe increased to include hours for one additional major, excluding hours which fulfill other BYU graduation requirements. For this purpose, pre-professional or ROTC requirements count as a second major. Requirements for a minor are never included in a student's limit for maximum timeframe.

Dropping Classes

Attempted credits do not include classes a student drops before the add/drop deadline. Classes that are deleted from the academic record are not included in the SAP evaluation. Withdrawing from classes after the add/drop deadline will affect SAP because students will receive a W on their transcript.

Repeated Courses

Beginning fall semester 2011, all grades from repeated courses will be calculated into their GPA and all credit will be counted as attempted hours toward their maximum timeframe.

Prior to fall semester 2011, repeated courses were considered in the total number of attempted hours but not in the total number of completed hours.

Transfer Credits

Transfer credits and AP/IB credits that count toward BYU graduation requirements, excluding transfer E and W grades, are counted in the qualitative and quantitative evaluations.

SAP Warning

Students not meeting SAP standards when SAP is evaluated are placed on Warning. Students on Warning are able to receive federal aid for their next payment period without requiring a

petition. Students not meeting SAP at the end of their Warning semester lose federal aid eligibility.

Not Meeting SAP

Students not meeting SAP standards at the end of their Warning semester are ineligible to receive further federal aid unless eligibility is reestablished.

Notifications

Students are notified each time their SAP status is negatively affected, such as when they are on Warning or do not meet SAP. Students are also notified whether a petition is approved or denied.

Re-establish Federal Financial Aid Eligibility

Students failing to meet SAP standards have the ability to re-establish federal financial aid eligibility in future evaluations by improving Cumulative GPA, Pace, and/or Academic Standing to meet the minimum requirements.
Grade changes from a prior semester and transfer credits posted mid-semester can be used to help a student re-establish federal aid eligibility during that semester.

Test credits, independent study credits, and any graded credits posted mid-semester (such as Spring or Term 1 courses) can only be used to re-establish federal aid eligibility at the next SAP evaluation.

Petitions

In extenuating circumstances beyond a student's control, such as accidents, extreme illness, or death of an immediate family member, a student may submit a petition requesting that their financial aid eligibility be reinstated. The petition must explain why the student failed to make satisfactory progress and what has changed in the situation that will allow them to make satisfactory progress at the next evaluation. Students may continue to receive federal financial aid while meeting the conditions of their petition. Petitions cannot be approved twice for the same circumstances.

Petitions can be approved for one or more semesters. If a petition is approved for one semester, the student is put on probation and must be meeting SAP by the end of the probation semester. If a petition is approved for more than one semester, an academic plan is required. Academic plans are developed between the financial aid administrator and the student to ensure the student progresses towards meeting BYU's SAP requirements. Students not meeting the conditions of their academic plan at the end of each semester will be ineligible for federal financial aid until they reestablish eligibility.

System SAP Run Timing

In PeopleSoft SAP is calculated to determine eligibility for each semester. The calculation for each semester is based on grade data as of the last semester of enrollment for the student. A

student is not evaluated for the upcoming semester until grades are online for the last semester of enrollment for that student. Students who are not registered for the current semester will have their SAP calculated for the upcoming semester after the add/drop deadline of the current semester. If a student later registers for the current semester (such as a second term class), their SAP status for the upcoming semester will be reevaluated after grades are posted.

For a student who has never enrolled before at the institution, SAP for the first semester is calculated as Meeting SAP since we do not evaluate SAP until they have attended a semester at BYU.