Santiago Canyon College Financial Aid
2019-2020 Satisfactory Academic Progress Policy

Federal and state regulations require schools participating in financial aid programs to establish academic standards that measure a student's progress towards an educational goal. Santiago Canyon College (SCC) requires students to meet Qualitative, Quantitative, and Maximum Time Frame standards for academic progress. Students must meet these standards in order to maintain financial aid eligibility.

As a financial aid recipient, it is your responsibility to understand and meet the terms and conditions of the SCC Satisfactory Academic Progress Policy (SAP) as it applies to you. There are three main standards which you must comply with. They are as follows:

Qualitative Standard (GPA Requirement)	All students receiving federal or state financial aid will have their Grade Point Average (GPA) evaluated at the end of each term. Students are required to maintain at least a 2.0 cumulative GPA for all grades earned. Earned grades include A, B, C, D, F, P, and NP.
Quantitative Standard (Pace Requirement)	Students must successfully complete at least 64% of all coursework attempted.
Maximum Time Frame	Students must complete their educational program within a maximum time frame of 150% of the units required to complete the educational program. *Ex. a student who is registered in a program with 60 required units for completion, would only be eligible for aid up to 90 units (60 x 150% = 90).*

Repeating Coursework
SCC Students may receive financial aid only twice for the same course. If you have received a grade of C or higher, or a grade of P (Pass) you cannot be paid again for that course.

American College English (ACE), English as a second language (ESL), or other Remedial Coursework
Students who require additional assistance learning the English language may enroll in American College English (ACE) or English as a Second Language (ESL) courses and are eligible for financial aid. Students who are required to take remedial coursework are also eligible for financial aid and may receive financial aid for up to 30 units of remedial coursework.

Transfer Coursework/Previously Received Degrees
Students who have previously attended any other colleges, have unusual enrollment history, attended a four year university, attempted 90 or more units, or who have received a degree, may be required to submit official transcripts from all schools attended.

Financial Aid Warning Notifications, Disqualification, Excessive Units, and Termination
SCC takes into account **all** units attempted at Rancho Santiago Community College District (RSCCD) and **all** units transferred from previous institutions attended, regardless of whether or not this is the first time a student is applying for financial aid at SCC. Initial SAP status is determined and assigned for all first time financial aid recipients prior to processing their financial aid. SAP is reviewed for all financial aid applicants once student grades have been posted at the end of each semester/term including the summer semester/term. Intersession classes are considered part of the spring term and will be reviewed at the end of the spring term.

Warning Notifications (SAP Code: W)
At the end of each semester (term), students who do not meet the Quantitative and/or Qualitative SAP standards for the first time will receive a Warning Notification. Students will remain eligible for financial aid during the following term but are placed in a SAP Warning Status. Students who do not meet the Quantitative and/or Qualitative SAP standards and have attempted less than 15 cumulative units will remain in Warning status.
Disqualification Notification (SAP Codes: D1, D2, D3)

While on Warning status, students who have attempted more than 15 cumulative units and fail to achieve the minimum Quantitative and/or Qualitative SAP standards by the end of the next term will be **Disqualified** from financial aid for the following term. All students who have been disqualified from financial aid eligibility are assigned a D code.
D Codes include:

D1 = cumulative GPA is less than 2.0	**D2** = failed to complete at least 64% of all units attempted	**D3** = cumulative GPA is less than 2.0 and failed to complete at least 64% of all units attempted.

Excessive Units Notification (SAP Codes: E1, E2)
Students who have accrued 70 or more **attempted** units, but less than 90 units, will receive an Excessive Units Notification. Students must meet with an academic counselor to obtain a Comprehensive Student Education Plan (CSEP), which will outline any remaining coursework needed to meet their educational goal. Students must submit a copy of their CSEP to the SCC Financial Aid Office.

Termination Notification (SAP Codes: T1, T2, T3, T9)
Students who exceed the Maximum Time Frame will be **Terminated** from financial aid eligibility and will be required to complete the SAP Appeal Process. Termination also applies to students who have already obtained a bachelor's or higher degree. Students who have completed a bachelor's degree are no longer eligible for grants, even after successfully appealing. All students who have been terminated from financial aid eligibility are assigned a T code.
T codes include:

T1 = Student has exceeded the Maximum Time Frame	**T2** = Student reported on the FAFSA that they have already obtained a bachelor's or higher degree	**T3** = Student reported on the Admissions Application that they have obtained a bachelor's or higher degree	**T9** = Student is no longer eligible for financial aid at SCC. *May still be eligible for the California College Promise Grant*

Financial Aid Appeal Process and Reinstatement

All students who have been Disqualified or Terminated are notified of their SAP status via Email and must complete the SAP Appeal Process. If their appeal is approved, their financial aid may be reinstated.

Disqualified SAP Appeal Process:
1. Review the SCC SAP Policy and the SAP PowerPoint at www.sccollege.edu/financialaid
2. Write an appeal statement
3. Complete a Comprehensive Student Education Plan (CSEP) with an SCC academic counselor
4. Submit complete appeal documents to the Financial Aid Office prior to the deadline*

Terminated SAP Appeal Process:
1. Write an appeal statement
2. Complete a CSEP with an SCC academic counselor
3. Submit complete appeal documents to the Financial Aid Office prior to the deadline*

Appeal Decisions:
All appeal decisions are final. There is no guarantee that your appeal will be approved. Appeal committee decisions are emailed to the student a few weeks after the student has submitted their appeal.

If your Appeal is *approved*, you must comply with the conditions of your approval. If you comply with the conditions, it may not be necessary for you to appeal the next term (even if you have not been able to cure all your deficiencies within one term).

If your Appeal is *denied*, you will not receive any financial aid for the current term. To have your financial aid reinstated for following terms, you will need to show academic progress during the current term and may be required to re-appeal next term. However, you may still be eligible for the California College Promise Grant.

SAP Appeal Deadlines*		
Fall 2019: 12/6/2019	**Spring 2020: 5/29/2020** The deadline for Spring has been updated from 5/22/20 to help support students affected by COVID19	**Summer 2020: 7/24/2020**