Name of Policy: Institutional and Financial Aid Satisfactory Academic Progress Policy

Policy
Minnesota State Community and Technical College, the Minnesota State Colleges and Universities, Federal and State law require that a student make satisfactory academic progress towards a degree or certificate to attend the College and remain eligible for financial aid. The standards defined below are cumulative and include all periods of enrollment, whether or not a student received financial aid. Students bear primary responsibility for their own academic progress and for seeking assistance when experiencing academic difficulty. Counseling, tutoring, mentoring, and outside referral are all available to students.

Qualitative Measure
Grade Point Average (GPA):  All students are required to meet the minimum cumulative GPA as shown below.

<table>
<thead>
<tr>
<th>Cumulative Registered Credits</th>
<th>Minimum Required GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 5</td>
<td>0.00</td>
</tr>
<tr>
<td>6 – 23</td>
<td>1.75</td>
</tr>
<tr>
<td>24 or more</td>
<td>2.00</td>
</tr>
</tbody>
</table>

Quantitative Measure
Completion Percentage:  All students are required to earn a minimum of their cumulative registered/attempted credits. Grades of F, FN, FW, I, NC, W, and Z (or blank/missing) are treated as registered credits but NOT earned credits and thus negatively impact the percentage of completion. Formula:

\[
\text{Percent earned} = \frac{\text{cumulative earned credits}}{\text{cumulative registered credits}} \times 100
\]

<table>
<thead>
<tr>
<th>Cumulative Completion Credits</th>
<th>Minimum Required Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 5</td>
<td>0%</td>
</tr>
<tr>
<td>6 – 23</td>
<td>58%</td>
</tr>
<tr>
<td>24 or more</td>
<td>66.6%</td>
</tr>
</tbody>
</table>

Evaluation Period
The College will evaluate satisfactory academic progress after each term which includes fall, spring and summer. All students with registered credits during a term will be evaluated at the end of that term.

Failure to Meet Standards
Warning Status:  If at the end of the evaluation period a student has not met either the College’s GPA or completion percentage standard, the student will be placed on warning status for one evaluation period. Students on warning status are eligible to register and receive financial aid.
**Reinstatement to Good Standing of Students on Warning Status:** If at the end of the academic warning period a student who has been on warning status has met both the cumulative GPA and cumulative completion percentage standards, the warning status is ended and the student is returned to good standing.

**Suspension of Students on Warning Status:** If at the end of the warning period a student who has been on warning status has not met both the College’s cumulative GPA and completion percentage standards, the student shall be suspended. Students on suspension are not eligible to register or receive financial aid. Students may appeal their suspension for reinstatement to probation status (see below). Without an appeal, the suspension period is for one calendar year. Students seeking to return after the one year suspension period must still appeal for potential financial aid reinstatement.

**Reinstatement to Probation Status after Suspension**

Students may appeal being placed on academic and financial aid suspension through the College’s appeal process. Appeals may be granted for academic reinstatement independently of financial aid reinstatement.

The College follows the Institutional and Financial Aid Satisfactory Academic Progress Procedure to consider appeals for reinstatement and to consider admittance for students on suspension from another MnSCU institution.

**Definitions**

**Academic Plan** – A student who successfully appeals for reinstatement will be required to complete, during their probationary period, specific requirements contained in the academic plan developed for that student. At a MINIMUM, the academic plan will require a student to achieve a 2.25 GPA during their probationary term and/or a 75% completion rate during their probationary term, depending upon the deficiency.

**Probationary Status** – A student whose suspension term has expired or has been granted reinstatement through the appeal process shall be on probationary status for one evaluation period. If, at the end of that evaluation period, a student on financial aid probation status:

- Has met the College’s cumulative GPA and completion percentage standards, the student shall be returned to good standing.
- Has not met the College’s cumulative GPA and completion percentage standards but has met the conditions specified in his/her academic plan (minimum 2.25 term GPA and 75% completion), the student shall retain his/her financial aid and registration eligibility under a probationary status for a subsequent evaluation period.
- Has not met the College’s cumulative GPA and completion percentage standards and has also not met the conditions specified in his/her academic plan (minimum 2.25 term GPA and 75% completion), the student shall be re-suspended immediately upon completion of the evaluation period.

**Suspension Status** - A student on suspension status is not eligible to register or receive financial aid. Students who have been suspended may regain their eligibility only through the College’s
Satisfactory Academic Appeal (SAP) process or when they are again meeting the College’s satisfactory academic progress cumulative grade point average and completion percentage standards.

**Warning Status** – Students on warning status are eligible to register and receive financial aid for one evaluation period despite a determination that the student has not met either the College’s grade point average standard, or completion percentage standard, or both.

- If at the end of the academic warning period a student who has been on academic warning status has met both the College’s cumulative GPA and completion percentage standards, the warning status is ended and the student is returned to good academic standing.
- If at the end of the warning period a student who has been on warning status has not met either the College’s cumulative grade point average or completion percentage standards, the College shall suspend the student.

**Supporting References:**
MnSCU Policy and Procedure 2.9 and 2.91 – Academic Standing and Financial Aid Satisfactory Academic Progress Policy and Procedure

Policy Steward: College President  
Responsible Designee: Chief Student Affairs Officer  
Status: Drafted 12/2007, revised 3/08/, revised 9/08, revised 4/10, revised 11/11  
Sent to President’s Cabinet: 4/15/2010, 12/16/2011  
Approval Date: December 2011  
Implementation Date: January 2012