

# TEXAS TECH UNIVERSITY

## GRADUATE STANDARDS OF SATISFACTORY ACADEMIC PROGRESS (SAP)

Federal regulations require that all financial aid recipients maintain satisfactory academic progress. The following guidelines, as prescribed by the University, will be applied in determining satisfactory progress. Progress is measured at the end of each Spring term and eligibility is re-evaluated after Summer grades have posted, with the exception of students already on SAP contract.

To be making Satisfactory Academic Progress you must comply with the guidelines in the chart below.

Classification	GPA	Enrollment Status	Hours for Degree *
Graduate	3.0 or above	Students who originally enroll in full-time hours in a term are expected to complete the term at a full-time status, likewise with ¾ time, and ½ time status.	54 - Master's 150 - Doctoral
Law	2.0 or above		135 - JD

**Strikes - A strike will be given to the student if they fail to comply with the guidelines mentioned in the above chart. Satisfactory progress is based on students cumulative academic history, beginning with their entry into a degree program. Once a student receives three strikes, they will be denied financial aid. Students will have an opportunity to appeal the decision at that time.\*\***

**\* Students who exceed the maximum hours required for their program of study will need to file an appeal to receive financial aid, even if they have not received any strikes in previous terms.**

Incompletes taken in coursework should be graded within one year from initial date of the course. Students may be asked to obtain a letter from their department indicating the time frame that the "I" will be completed.

Transfer hours and attempted hours are included in this calculation; however, when a student changes their program of study, special consideration may be given. When courses are repeated, all attempted hours will be counted toward the maximum hours required for degree, which may negatively affect a student's ability to complete the program within 150% of the required hours. Non-credit remedial courses are not counted to determine enrollment status or hours for degree. Please see a Financial Aid Advisor for more information.

\* \* Students who wish to appeal their loss of aid may do so in writing to the Financial Aid Appeal Committee. Forms are available in the Student Financial Center (301 West Hall), and online at [www.financialaid.ttu.edu](http://www.financialaid.ttu.edu). Appeals may be filed based on any of the following hardship conditions: (1) the death of a relative of the student, (2) the personal injury or illness of the student, or (3) special circumstances as determined by the institution. **The following deadlines apply for Appeal submission: November 30<sup>th</sup> (Fall term), April 30<sup>th</sup> (Spring term), June 15<sup>th</sup> (Summer I), July 15<sup>th</sup> (Summer II).**

**Documentation is required (i.e., death certificate, medical documentation, police report, letter from counseling center, etc.). Students who become ineligible for aid after the Spring term and take courses at another institution during the summer must provide proof of satisfactory completion of coursework taken and submit and appeal for the following Fall term.** Students already on appeal contract are reviewed after each term (Fall, Spring, Summer). Students will be allowed the summer term to raise their GPA or meet the hour requirement for the year as mentioned in the chart above.

Also, financial aid recipients/applicants whose aid has been cancelled/denied as a result of failure to meet the required standards may be reinstated under the following conditions: the student has regained a 3.00 GPA for a term, taking at least 6 hours without financial aid, or the student has appealed and signed a contract to receive Financial Aid. If an appeal is approved, a student will be eligible for, and will be awarded financial aid once a signed contract is received by the Office of Student Financial Aid. *Funding is subject to availability at the time of a completed contract.*

If an Appeal is denied, students should contact the Office of Student Financial Aid for alternative funding options.

Prior semesters in which a student was not meeting SAP may not be appealed once the term has ended.

Departments may impose other standards for meeting academic progress.