

Lawson State Community College

Student Financial Services

Standards of Academic Progress Policy

Federal regulations require that students receiving financial assistance must maintain satisfactory academic progress toward completion of a degree. A student must maintain satisfactory academic progress as defined by the standards of academic progress policy. Satisfactory progress is not to be confused with “good standing”. A student can meet the Lawson State Community College requirements of “good standing” and be allowed to enroll but not meet the **minimum standards** to receive federal financial aid while enrolled. All students will be monitored for compliance with Federal Requirements for Satisfactory Academic Progress at the end of **each** term, whether or not the student received financial aid during those periods. At that time, a student will be in good standing, placed on a one semester warning, or placed into a failing SAP status and will be ineligible for continued aid. Students can view the status of their academic progress on their myLawson account.

Lawson State Community College will measure a student’s performance for satisfactory academic progress in the following areas:

- **Successful Completion Rate (Quantitative Standard-Pace)**
- **Cumulative Grade Point Average (Qualitative Standard-Grade Point Average (GPA))**
- **Maximum Time Frame (Quantitative Standard)**

The student must meet all three requirements to remain eligible for financial aid. The Standards of Satisfactory Academic Progress apply for all Title IV financial assistance programs including Federal Pell Grant, Federal Work-Study (FWS), Federal Supplemental Education Opportunity Grant (FSEOG), as well as assistance from the state, Alabama Student Assistance Program (ASAP).

In addition, the Office of Student Financial Services strongly encourage financial aid recipients to report to the Office of Student Financial Services when they withdraw from a course or withdraw from the college, in order to determine the effect of the withdrawal. A complete withdrawal from the college before 60% of the term is completed may result in the student having to repay a percentage of the aid they have received. The formulas used to calculate the refunds and repayments may be obtained from the Business Affairs Office.

Completion Rate

At the end of each semester, a student’s academic progress will be reviewed by comparing the cumulative number of attempted credit hours with the number of credit hours completed and passed. Transfer courses accepted by the institution, Developmental courses, Incompletes, periods where Academic Bankruptcy was

applied, and forgiven courses **must** be factored into the completion rate calculation **whether financial aid was received or not.**

Effective Fall 2020:

Students enrolled in a certificate, diploma, AS, AAS, AAT, AOT, or long certificate program requiring more than 26 credit hours must achieve a completion rate of the following:

- Students who have attempted 0-21 semester credit hours must pass 58% or more of the cumulative number of attempted credit hours.
- Students who have attempted 22-32 semester credit hours must pass 62% or more of the cumulative number of attempted credit hours.
- Students who have attempted 33 or more semester credit hours must pass 67% or more of the cumulative number of attempted credit hours.

Students enrolled in Short Certificate Programs equal to 24-29 credit hours must achieve a completion of the following:

- Students who have attempted 0-12 semester credit hours must pass 58% or more of the cumulative number of attempted credit hours
- Students who have attempted 13 or more semester credit hours must pass 67% or more of the cumulative number of attempted credit hours

Cumulative Grade Point Average

Financial aid recipients must maintain the following required grade point averages according to number of hours attempted. This includes all attempted hours, transfer hours, and developmental courses taken, whether or not financial aid was received, or courses were successfully completed.

Effective Summer 2018:

Students enrolled in a certificate, diploma, AS, AAS, AAT, AOT, or long certificate program requiring more than 26 credit hours must achieve a complete Grade Point Average (GPA) of:

- Students who have attempted 0-21 semester credit hours must achieve and maintain a 1.5 cumulative grade point average (GPA).
- Students who have attempted 22-32 semester credit hours must achieve and maintain a 1.75 cumulative GPA.
- Students who have attempted 33 or more semester credit hours must achieve and maintain a 2.0 cumulative GPA.

Students enrolled in Short Certificate Programs equal to 24-29 credit hours must achieve the following:

- Students who have attempted 0-12 semester credit hours must achieve and maintain a 1.5 GPA. or more of the cumulative number of attempted credit hours
- Students who have attempted 13 or more semester credit hours must achieve and maintain a 2.0 GPA.

The following information is considered when evaluating a student's satisfactory academic progress:

- Withdrawals (W, WP and WF), incomplete (I), in progress (IP), and failure (F) are considered attempted but not passed hours.
- Repeated courses for which the student has been granted academic bankruptcy are included in the calculation of both attempted and passed hours. Financial aid will cover the repeat of a course that a student has previously passed up to one time.
- Audited courses are not considered credits attempted or passed. Students cannot use Title IV funds to pay for audited courses.
- Transfer credits do not count in the calculation of the GPA, but they are included in the calculation of both attempted and passed hours.

Students need to be aware of the following:

- Withdrawals (W, WP, and WF), incomplete (I), in progress (IP), and failure (F) are considered attempted hours and could affect the GPA requirements and your Financial Aid eligibility.
- The transfer GPA from another school is never combined with a student's Lawson State GPA. If the student has never attended Lawson State, the cumulative GPA from the last school attended will be used to determine eligibility.

Maximum Time Frame

The maximum time frame for completing a program of study is 150% of the required length of the student's specific program. All attempted courses, to include transfer credits accepted by the institution, incompletes, periods where Academic Bankruptcy was applied, forgiven courses, and developmental courses, must be factored into the calculation for Maximum Time Frame. All attempted courses are included whether or not financial aid was received, or courses were successfully completed. A student is no longer eligible to receive financial aid once they have attempted 150% of the number of hours required for their degree or certificate.

Examples:

- If your degree requires 60 credit hours to obtain your degree: $60 \times 150\% = 90$ hours maximum time frame. You are eligible for only the first 90 hours of attendance.
- If a student transfers into LSCC, these hours are included when calculating the maximum time frame for the student's degree. The student who has 40 hours of transfer credit from another institution and is attempting to complete a 60-hour degree program at Lawson State must consider the hours they have left to complete their degree. For example: $60 \times 150\% = 90 - 40 = 50$ credit remaining before the student reaches the maximum time allowed for degree funding.

A change in program of study will be allowed. However, aid will be granted only for additional required hours as determined by comparison of the two programs of study. A financial aid recipient may not be paid for more than 30 credit hours of remedial courses. In addition to the above procedures, the maximum length of a student's program may not exceed 150% of the minimum length required to complete the program.

Financial Aid Warning

The Satisfactory Academic Progress (SAP) of financial aid recipients is reviewed at the end of each academic semester regardless of whether the student receives financial aid. If the student is not making satisfactory academic progress, the student will be placed on a one semester academic warning. A student on an academic warning is eligible to receive financial aid.

The warning is issued when the student does not meet the following SAP requirements:

- Cumulative GPA
- Completion Rate

***There is no warning semester for Maximum Timeframe.**

After attending one semester on academic warning, the student must have obtained the required GPA and/or completion rate to remain eligible to receive financial aid.

If after attending one semester on academic warning, the student has NOT obtained the required GPA and/or completion rate, the student will NOT be eligible to receive financial aid. Students must follow the institution's financial aid appeal policy if they wish to be reconsidered for possible continued eligibility.

Suspension

When a student who is eligible for Title IV federal financial aid funds is suspended, whether the student serves the suspension or is readmitted upon appeal, the student may not be eligible to receive financial aid. A student must maintain satisfactory academic progress as defined by the standards of academic progress policy. If the student does not meet the satisfactory academic progress requirements, the student must follow the institution's financial aid appeal policy to be considered for financial aid reinstatement.

Beginning with the 2012-2013 Academic Year, the Pell Grant duration of eligibility will be 600%, which is equivalent of 12 full-time semesters. The new Pell Lifetime Eligibility USED (LEU) limit of 600% will apply to all Pell recipients regardless of when they first began receiving Pell Grant Funds.

APPEAL PROCESS

A student who loses his or her eligibility for financial aid because of a failure to meet the Satisfactory Academic Progress Requirements may [Appeal](#) if there are extenuating circumstances. The student must submit a completed Satisfactory Academic Progress Appeal Form and supporting documentation of the extenuating circumstances. All appeals will be reviewed by the Financial Aid Committee and the decision of the committee is final. Each student will be notified via e-mail or in writing as to the outcome of his or her appeal. Due to COVID-19 the student will be allowed to appeal twice, if the second occurrence occurred after January, 2020. An approved appeal is void after three (3) semesters of non-enrollment.