
Satisfactory Academic Progress (SAP)

Satisfactory Academic Progress (SAP) is measured at the end of each semester of enrollment at Central Alabama Community College (CACC). Students are required under federal regulations to maintain certain standards of progress based on the number of hours attempted in college. It is the student's responsibility to read and become familiar with all policies associated with financial aid funding.

Qualitative Standard – Grade Point Average (GPA)

GPA requirements for degree-seeking students:

- After attempting 1-21 hours, students must maintain a 1.5 GPA.
- After attempting 22-32 hours, students must maintain a 1.75 GPA.
- After attempting 33 or more hours, students must maintain a 2.0 GPA.

Quantitative Standard – Completion Rate / Pace of Progression (PACE)

Completion Rate / PACE of Progression (PACE)* requirements for degree-seeking students:

- After attempting 1-21 hours, students must maintain a 58% Completion Rate.
- After attempting 22-32 hours, students must maintain a 62% Completion Rate.
- After attempting 33 or more hours, students must maintain a 67% Completion Rate.

**Standard rounding rules apply.*

Quantitative Standard – Maximum Timeframe

The Maximum Timeframe for the completion of an undergraduate degree program is defined as no more than 150% of the normal timeframe required to complete the degree program. For example, if the Associate in Science degree requires 64 credit hours to graduate, the Maximum Timeframe of completion for this degree would be 96 credit hours ($64 \times 150\%$). Students failing to complete their degree program within this timeframe will lose financial aid eligibility.

All credit-hour courses attempted by the student at CACC are included in the Maximum Timeframe calculation including transfer hours accepted by the College. The Maximum Timeframe will not reset with a change of program. However, students may appeal if the student meets the GPA and completion rate/PACE standards, and extenuating/mitigating circumstances or circumstances beyond a student's control exist. Students should be aware that appeals may require supporting documentation. Students who have previously graduated (bachelors, associates, and/or diploma/long-term certificate) may request to be reviewed for Maximum Timeframe based on the credit hours attempted in the current/new program of study. Students who have previously graduated and receive a review of Maximum Timeframe will be reviewed based on the hours attempted in the student's current/new program of study as listed in the *College Catalog & Student Handbook*, excluding any prerequisite courses for entry into the student's program. Students who are over Maximum Timeframe and have earned three (3) or more degrees from CACC will lose financial aid eligibility and may appeal.

Note: Once a student has been reviewed through the Additional Degree Review process and is determined to be eligible for financial aid in a new program of study, a new Maximum Timeframe calculation will be established. Credit-hour coursework attempted at CACC, including additional transfer coursework accepted by the College, after the determination of the additional degree review, will be included in the new Maximum Timeframe calculation. The GPA and Completion Rate/PACE components do not start over with the additional degree review for the new program. Additional degree reviews are not considered Satisfactory Academic Progress (SAP) appeals.

Warning Semester

If a student fails to meet the Qualitative Standard – Grade Point Average (GPA) and/or the Quantitative Standard – Completion Rate / PACE of Progression (PACE) for Satisfactory Academic Progress, the student will be placed on “warning” for one semester. During this warning semester, the student will be eligible for financial aid; however, the student must be meeting all GPA, Completion Rate / PACE of Progression, and Maximum Timeframe requirements at the end of the warning semester to continue to receive financial aid. There is no warning semester for Maximum Timeframe.

Additional Information Regarding SAP Calculation

The following information explains how repeated courses, incompletes, withdrawals, academic bankruptcies, course forgiveness, developmental courses, transfer credits, and grade changes are treated in a student’s SAP calculation.

- Repeated courses are factored into the GPA, Completion Rate / PACE and Maximum Timeframe calculations. When a student completes a course more than once, the highest grade will be counted in the GPA with all other grades excluded from the GPA. All repeated coursework will count as hours attempted for the Completion Rate / PACE and Maximum Timeframe calculations. Courses that are excluded from the GPA will be calculated as hours attempted and unearned for the Completion Rate / PACE calculation. Students can only repeat a successfully passed course using federal aid one additional time. Repeats will affect a student’s Completion Rate / PACE and Maximum Timeframe.
- Incomplete grades (“I”) are factored into the Completion Rate / PACE and Maximum Timeframe requirements. When an “I” is updated to a final grade, the final grade received will be factored into the SAP calculation at the time of the next scheduled evaluation. SAP calculations for all other grade changes instituted for prior terms will be recalculated at the time of the grade change.
- Withdrawals (courses receiving a grade of “W”) are not factored into the GPA calculation; however, withdrawals are included in the Completion Rate / PACE and Maximum Timeframe calculations as attempted hours not passed or earned.
- Transfer credits accepted by the College will not be factored into the GPA calculation, but all accepted credits are included in Completion Rate / PACE and Maximum Timeframe calculations. Following acceptance of transfer credits, an official SAP review of these transfer credits will be completed at the end of the semester of enrollment at CACC.
- Academic Bankruptcy will be factored into the GPA, Completion Rate / PACE, and Maximum Timeframe calculations.
- Developmental courses are factored into the GPA, Completion Rate / PACE, and Maximum Timeframe calculations. A student may receive federal aid for up to 30 developmental hours.
- Courses dropped during the add/drop period (unless the dropped courses result in a full withdrawal as above) are not factored into GPA, Completion Rate / PACE or Maximum Timeframe calculations.
- Audit courses are not considered credits attempted or earned; therefore, students cannot receive federal aid for audited courses. Audited courses are not considered in the SAP calculation.
- Completion Rate / PACE calculations are rounded based on the U.S. Department of Education requirements (e.g., 66.6% = 67%).
- Students who are on Satisfactory Academic Progress (SAP) Suspension may be able to regain eligibility by paying for courses out of their pocket or using other funding to meet requirements for GPA and Pace/Completion Rate. If a student is on Maximum Timeframe suspension, the student cannot gain eligibility unless the student has an approved appeal.