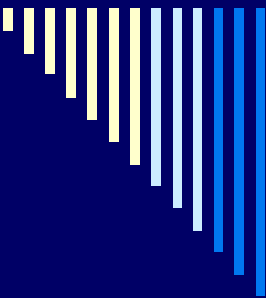




INTRODUCTION

Welcome!

- This presentation will be discussing:
 1. SAP (Satisfactory Academic Progress)
 2. Frequently Asked Questions
 3. Return to Title IV
 4. The Appeals Process/Review
 5. Committee Decisions
 6. Recommendations
 7. Quiz



SAP Online Workshop

What is SAP?

Financial Aid (SAP) Satisfactory Academic Progress is mandated by Federal Rules and Regulations. SAP is a measurement of your Academic Progress Qualitatively (GPA) and Quantitatively (Units). On your award letter, you are given a link to access our SAP guidelines online via the Hartnell College website.

How does this differ from Admissions and Records?

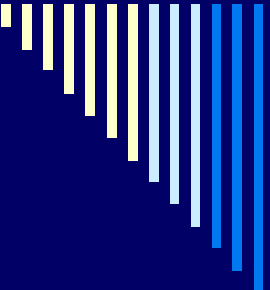
Academic Progress is set by each college following mandated State Regulations. You are notified directly from Admissions & Records if you are on Academic Probation. Academic Progress rules/regulations can be found in Hartnell's College Catalog in the Academic Policies section.



SAP Online Workshop Cont.

Do I need to attend a SAP workshop every semester?

- ❑ SAP is required for all disqualified students once every academic year.
- ❑ If you attended or participated in a web SAP workshop in the Fall semester, you will not need to participate in another SAP workshop for Spring or Summer of that academic year.



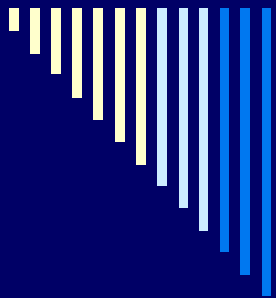
Disqualification – Seven possible reasons for the disqualification status:

1. You were on SAP probation at least once during the last two semesters.
2. Your GPA was below 2.0 for the last two semesters.
3. You failed to complete at least 67% of all the units you attempted during the last semester or overall.
4. You have attempted over 60 units and your GPA is below a 2.0 for the current semester or overall.
5. You have “Attempted” or “Completed” over 90 units. These units will include all units transferred in from prior institutions you have attended. All units are counted, even college units acquired while in high school.
6. You have already received your AA Degree.
7. You have reached the units required for your degree goal.



67% Rule SAP Criteria

- ❑ 67% is explained as such: If you have 17 units and only complete 10, you have only completed 59% of the units attempted.
- ❑ Likewise, if you have 83 total units attempted and you only completed 43 units, your overall completion rate is only 52%.
- ❑ This percentage is derived from dividing the completed units by the attempted units. ($43 / 83 = 52\%$)
- ❑ 67% is of ALL units attempted; not length of time of attendance.
- ❑ All grades are included, even F's, W's, NC's, RD's (report delayed), NP's, and I's (Incompletes).

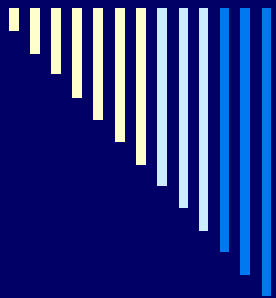


GPA Rule

- Semester GPA must be a 2.0 or higher

AND

- Your cumulative (overall) GPA must be a 2.0 or higher



Excessive Units

- ❑ The total number of units attempted include all units attempted from other colleges/universities as evaluated by Hartnell College's Admissions and Records Department.
- ❑ An excessive worksheet must be completed ONLY if you have attempted 90 units or more.
- ❑ Units that may be excluded are most ESL classes and some remedial courses. That's what the excessive worksheet is intended for and must be completed by a counselor for students with excessive units.
- ❑ We do allow for excessive units in majors that are considered high unit majors such as RN, LVN, AHT, and EGN.
- ❑ All units attempted are counted even if the student attended Hartnell while still in high school.



Avoiding Disqualification

DO NOT DROP ANY COURSES

- ❑ Dropping units may not affect you during the current semester, but can eventually affect your satisfactory academic progress status. DO NOT drop any courses after the 4th week of school if at all possible.

UTILIZE OUR FREE TUTORING SERVICE

- ❑ Seek help from our Tutorial Center. This is a FREE service for Hartnell students. They are located in the Annex building.

EOPS STUDENTS

- ❑ EOPS students should contact their EOPS Counselor when problems arise.
-



Frequently Asked Questions

- **What if a counselor states I should not be disqualified, do I still need to attend this workshop?**

YES, you should always check with the Financial Aid Staff regarding your SAP disqualification status. Counselors are very knowledgeable and have expertise in guiding you through your academic endeavors, however, there are different types of student disqualifications.

- **Can I bring in my disqualification letter and have Financial Aid staff explain it to me if I disagree or have questions regarding my SAP status?**

YES, Financial Aid staff is available to assist students with all financial aid issues. Students should bring in their letter and the Financial Aid staff will review it and explain the disqualification.



Frequently Asked Questions Cont.

- ❑ **If I am transferring to a 4-year institution will I still be in a disqualification status?**

Not necessarily, however, you should check with the Financial Aid Office at the transfer institution.

- ❑ **What if I already have an AA degree, can I appeal?**

Yes, you will need to complete a “Petition to Challenge” form instead of the Appeals form.

and

Complete the SAP online workshop and quiz. At the end of the quiz, make sure to indicate in the comments section that you have an AA/AS degree.



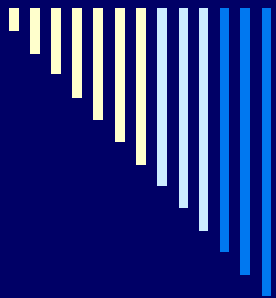
Frequently Asked Questions Cont.

- **If denied by the Appeals Committee can I appeal their denial?** Yes, you can make an appointment with the Dean of Student Affairs if you have extenuating circumstances you feel you did not address and want to be taken into consideration.
- The Dean of Student Affairs has the final say on any denial.



Return to Title IV also known as R2T4

- ❑ **R2T4 is defined as when a student completely drops “ALL” courses.**
- ❑ R2T4 are FEDERAL Regulations that requires mandatory compliance by ALL institutions of higher education.
- ❑ Not returning or paying back R2T4 funds will cause Hartnell to report the student as an overpayment to the Federal Government and NO additional financial aid will be disbursed to the student by any institution of higher education.



Return to Title IV Cont.

61% mark.

If you drop ALL your courses before the 61% timeframe, you will be required to pay back some or all of the financial aid received during that semester.

Dropping to Less Than Half-time requires a new cost of attendance budget.

If you were paid at six units or more and then dropped below six units (but not all your units), you may still be required to pay back some or all of the financial aid received during that semester.



Appeals Process/Review

- The Appeals Committee consists usually of five Hartnell Faculty & Staff from the following areas:
 - Three Financial Aid staff members
 - Two Academic Counselors

- All decisions made by the committee will be sent to the student by mail approximately 2 weeks after the committee has met. (Make sure we have your correct address on file.)



Appeals Process/Review Cont.

- ❑ Your file **must** be complete before you can submit your appeals form.
- ❑ You must have an active major that has not expired or will not expire within the next twelve months. (check with Admissions & Records if you need to update your major)
- ❑ You must be enrolled in at least 3 units for the current semester.



Appeals Process/Review Cont.

- After receiving your Appeals Form, you will need to do the following:
 - Make an appointment with a Hartnell Counselor for an Educational Plan & completion of the Financial Aid Appeals form.
 - In addition, if you have excessive units, you must submit an excessive units worksheet to your counselor to be completed as well. This form is available in the Financial Aid Office.



Appeals Process/Review Cont.

- Complete the student portion of the Appeals form prior to your appointment with a Hartnell Counselor.
- After meeting with your Hartnell Counselor, submit your Educational Plan & Appeals form to the Financial Aid Office (and excessive units worksheet if applicable).



Appeals Committee Decision

- **The Appeals Committee makes decisions based on a set criteria for all students.**
- **All Appeals Committee Decisions are final.**



Recommendations for Success

KEEP YOUR EDUCATIONAL PLAN UPDATED

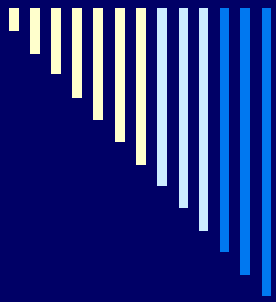
We highly recommend that you see your academic counselor during the first and second year at Hartnell or if you need academic advice at any time.

TRANSFERRING TO A FOUR-YEAR COLLEGE/UNIVERSITY?

Meet with a counselor early about the requirements need to transfer. Also visit the Transfer Center for more information.

MEET ALL FINANCIAL AID DEADLINES

Make sure that you closely review all correspondence that is sent to you from the Financial Aid Department, and submit required documentation by the deadline dates established.



Quiz Results

- You will be automatically emailed your SAP quiz results within three working days. (Verify your email address that we have on file through PAWS for Students.)
 - If you successfully pass the SAP quiz, you will be emailed an appeals form.
 - If you do not pass your SAP quiz, you will be notified by email about your next steps.



Congratulations!

You have completed Hartnell's Online SAP workshop

PLEASE TAKE YOUR TIME WITH THE SAP QUIZ.

Click on the link below to start the SAP Quiz

http://www.hartnell.edu/financial_aid/quiz