



HARTNELL COLLEGE FINANCIAL AID OFFICE

411 CENTRAL AVENUE • SALINAS, CA 93901 • (831) 755-6806 • FAX (831) 755-6957

SATISFACTORY ACADEMIC PROGRESS

Federal regulations require that all students receiving financial aid comply with the financial aid Satisfactory Academic Progress Policy established by the College. To receive financial aid, students must maintain the standards described below.

LENGTH OF ELIGIBILITY - Federal regulations require colleges to establish a maximum time frame during which students are eligible to receive financial aid. Hartnell Community College (HCC) has established a maximum time frame of **90 cumulative units attempted**. Students are no longer eligible for financial aid after attempting 90 units, whether or not financial aid was received. All transfer units are also included.

GRADE POINT AVERAGE (GPA) – A cumulative Grade Point Average (GPA) of at least 2.0 must be maintained.

UNIT COMPLETION REQUIREMENT - Students must complete at least 67% of their cumulative units attempted.

GRADES - Students successfully complete a course by receiving a grade of A, B, C, D, P, or CR (Credit). A grade of F, NC (No Credit), I(Incomplete), IP(In Progress) NP (No Pass), RD(Record Delayed), or W(Withdrawal) does not count as a successfully completed course. IP(In Progress) units will be counted during the semester in which a letter grade is earned. The definition of Units Attempted (“UA”) is all units in which the student was enrolled after the “No Grade of Record” drop date of a semester.

PROBATION - Students who fail to meet the unit and/or grade point average requirements will be placed on financial aid probation for the next semester of attendance. If students fail to meet the conditions of their probation, financial aid will be discontinued.

DISQUALIFICATION (SUSPENSION) - Students who fail to complete the unit load average of 67% or more and/or maintain a GPA of 2.0 during their probationary semester are not meeting satisfactory academic progress and will be disqualified from all financial aid. (Pell, SEOG, Cal Grant, Federal Work study, Student Loans)

Students who have already received an AA/AS Degree are disqualified from receiving any federal funds at Hartnell.

SAP APPEAL - Students who have failed to meet any of the standards mentioned above and have extenuating circumstances may appeal for an exception. Appeals must be submitted in writing, and must be accompanied by a counselor-approved Educational Plan, with documentation of the extenuating circumstances. The federal statute specifies cases in which the school might choose to set aside SAP standards. Reasons include but are not limited to: if a student becomes very ill, if a student is severely injured, or if a student’s relative dies. Approved appeals will place students on probation AND they must meet SAP standards and abide by the conditions determined by the Appeals Committee during the probationary semester. The institution will not pay for repeated courses whether or not the student received aid.

DENIED APPEAL - Students who have not maintained satisfactory academic progress, and have been disqualified from financial aid, may re-establish eligibility by successfully completing the unit completion requirement and/or attaining a cumulative GPA of 2.0 during a semester(s) without aid. *Repeated courses will not be paid.*

SAP POLICY (7/17)
CR/JBT

All applications for financial assistance programs i.e., student loans, workers’ Compensation, grants, scholarships, special funds, subsidies, prizes, etc., will be considered by the Hartnell College District / Local School District without regard to race, color, national origin, gender, marital status or disability. Harassment of any employee/student with regard to race, color, national origin, gender, marital status or disability is strictly prohibited.