

**Standards of Academic Progress
for
Financial Aid/Veterans' Affairs Assistance/South Carolina State Free Tuition Program**

Purpose and Scope

These Standards of Academic Progress (SAP) are based on federal and state guidelines. Once you receive Financial Aid, Veterans' Affairs Assistance, and/or S.C. State Free Tuition; we use SAP to determine if you can continue to receive these kinds of student aid. For ease of reading, throughout the rest of this document, we will refer to these aid programs simply as "FA" unless otherwise noted.

The SAP measures your progress in two ways by assessing your grade point average (GPA) **and** your course completion rate (CCR). We stress the word "and" because to remain in good standing with FA, you must meet the requirements of **both**. When your eligibility status is "good standing," it means that you are meeting both requirements. When you are not in good standing, you will be either in "warning," "probation," or "suspension" status.

Trident Technical College (TTC) also has a similar SAP for your academic standing with the College. That SAP is applied to all students whether they receive financial aid or not. Academic standing is based **ONLY** on your GPA. For students who receive FA, you can be in one status for FA eligibility, but in another status for academic standing.

TTC has a three semester calendar that begins with the Fall semester, followed by Spring, and then Summer. In the explanations that follow, the word "semester" applies to any and/or all of these semesters.

How Do You Know Your Status?

As long as you meet SAP, you are in "good standing." If your status changes as a result of your grades or your course completion rate, we will let you know by sending you an email through your Campus Cruiser account. This email will be sent to you after grades are posted for any given semester. However, **it is ultimately YOUR responsibility to know your FA eligibility status**. If you do not understand the SAP, you should make an appointment with a Financial Aid or Veterans' Affairs Officer immediately. Or, you may seek assistance through the Financial Aid Customer Service Counters in the Student Center on Main Campus, in the Admissions area at the Palmer Campus, or in the Student Success Center at Berkeley.

Other Important Information

1. You may **not** use FA to pay for:
 - Audited courses
 - Credit hours earned through advanced placement or challenge testing
 - Non-credit coursework
 - More than two attempts of ANY course

2. You may use FA to pay for developmental studies courses that begin with a zero, but only when they are taken within the first 30 hours of courses attempted. These courses will count toward your SAP CCR. A grade of "SC" indicates completion of the course. These courses, regardless of grade earned, do not affect SAP GPA calculations.

To Help You Understand FA SAP

Table 1: Words and Phrases Used in SAP

Word or Phrase	Meaning
SAP GPA requirement	To remain in good standing, each current semester’s GPA must be at least 2.0. Once on Probation status, Suspension results if your current semester GPA and your cumulative (or overall) GPA are both below 2.0.
SAP CCR requirement	You must complete coursework for your certificate, diploma, or degree at a pace that means you attempt no more than 150% of the total credit hours associated with your academic program. To help you stay on that pace, these are standards for how many credit hours you must complete each semester based on the number of hours in which you enroll.
Completing a course	You must earn an A, B, C, D, or an SC to complete a course.
Some Things You Need to Know About D’s, F’s, I’s, and W’s	<p>While a “D” is a passing grade and will count as a completed course, it is worth only 1 point in GPA calculations. So, each “D” helps you meet the SAP CCR requirement, but it hurts your standing in meeting the SAP GPA requirement.</p> <p>On the other hand, if you withdraw from a course (and receive a “W”), it does not help or hurt your GPA calculations. But, any course for which you receive a “W” is counted as an attempted—but not completed—course. A “W” does hurt your ability to meet the SAP CCR requirement.</p> <p>If you get an “I” (an Incomplete), you have bought some time as far as the SAP GPA requirement is concerned. But, the “I” does count against your SAP CCR requirement.</p> <p>Finally, an “F” hurts your standing in two ways. It earns “0” points in your GPA calculations. And, any course for which you earn an “F” is counted as an attempted—but not completed—course.</p>
Both	“Both” means GPA and CCR. To remain in “good standing” you must meet BOTH the SAP GPA requirement AND the SAP CCR requirement.
Special Circumstances	If your FA eligibility is suspended, you may decide to appeal for reinstatement. The Appeals Committee that makes appeal decisions may be willing to look at how some unusual or unexpected situation(s) hurt your ability to meet SAP GPA and/or SAP CCR standards. In most cases, the Committee will want you to document two things about any situation that you are asking it to consider as a “special circumstance.” First, the situation did occur and it was unusual or unexpected. Second, you must show a direct link between the situation and your inability to meet GPA or CCR expectations. Remember, TTC offers extensive learning assistance, academic advising, financial aid customer service, disabilities services, and counseling services. Failing to use those services if you need them might cause you to have GPA and/or CCR problems, but that failure would not be a “special circumstance.”

Table 2: Standards of Academic Progress Measurements
or “How to Keep Your Financial Aid Once You Get It”

<p>IF you meet the SAP GPA requirement by earning a 2.0 GPA or higher for the semester prior to the one for which you are requesting aid</p>	<p>AND you meet the SAP CCR by completing a specified number of credit hours based on the number of hours you attempted (shown below) during the semester prior to the one for which you are requesting aid</p>		<p>THEN you are in GOOD STANDING as far as your FA eligibility is concerned.</p>	<p>You should continue to monitor your academic progress and use the College’s advising, counseling, and learning assistance resources as needed.</p>
	<p><i>If you are attempting:</i></p> <p>12 or more hours 6 to 11 hours 1 to 5 hours</p>	<p><i>You must complete at least:</i></p> <p>9 hours 6 hours ALL hours</p>		
<p><i>As long as you continue to meet the SAP requirements you remain in Good Standing. However . . .</i></p>				
<p>IF you are in Good Standing and earn less than a 2.0 GPA in your current semester (thereby not meeting the SAP GPA requirement)</p>	<p>OR you are in Good Standing and do not complete the number of hours in a semester based on the number you attempted (thereby not meeting the SAP CCR)</p>		<p>THEN you are now on WARNING status. You may continue to receive FA for which you have qualified.</p>	<p>You should at least work to ensure that your next semester’s GPA moves back to 2.0 or higher AND/OR that you complete the required number of courses during your next semester. You may want to contact your academic advisor or one of TTC’s counselors for help.</p>
<p><i>If you meet SAP requirements while on Warning status, you return to Good Standing. However . . .</i></p>				
<p>IF you are on Warning Status and earn less than a 2.0 GPA in your current semester (thereby not meeting the SAP GPA requirement)</p>	<p>OR you are on Warning Status and do not complete the number of hours in a semester based on the number you attempted (thereby not meeting the SAP CCR)</p>		<p>THEN you are now on PROBATION status. You may continue to receive FA for which you have qualified.</p>	<p>You should at least again re-examine what problems you are having and develop better plans to solve them. If you are not very clear about why you are on probation, contact our Financial Aid office and ask someone to help you understand.</p>
<p><i>If you meet SAP requirements while on Probation status, you return to Good Standing. However, if you don’t, then one of two situations will apply to you:</i></p>				
<p>IF you are on Probation Status and earn less than a 2.0 GPA in your current semester OR your cumulative GPA falls below 2.0 (thereby not meeting the SAP GPA requirement)</p>	<p>AND you meet the SAP CCR by completing a specified number of credit hours based on the number of hours you attempted (shown below) during the semester prior to the one for which you are requesting aid</p>		<p>THEN you remain on PROBATION status. You may continue to receive FA for which you have qualified.</p>	<p>You should at least work to ensure that your next semester’s GPA moves back to 2.0 or higher AND/OR that your cumulative (overall) GPA moves back to 2.0 or higher. You need to continue meeting the SAP CCR as well. You may want to contact your academic advisor or one of TTC’s counselors for help.</p>
	<p><i>If you are attempting:</i></p> <p>12 or more hours 6 to 11 hours 1 to 5 hours</p>	<p><i>You must complete at least:</i></p> <p>9 hours 6 hours ALL hours</p>		
<p><i>Or . . .</i></p>				
<p>IF you are on Probation Status and earn less than a 2.0 GPA in your current semester AND your cumulative GPA falls below 2.0 (thereby not meeting the SAP GPA requirement)</p>	<p>OR you are on Probation Status and do not complete the number of hours in a semester based on the number you attempted (thereby not meeting the SAP CRR)</p>		<p>THEN you are now on SUSPENSION status. You are now Not Eligible to receive FA until/unless you re-establish your eligibility.</p>	<p>You should at least see the next table to find out how (or if) you may re-establish your eligibility for FA student aid.</p>

Table 3: Your FA Eligibility Has Been Suspended

Once you are on “suspension,” there are only two ways to get back to Good Standing. **No matter which option** you choose, you are only able to move back to “Probation” status from Suspension.

Option A	While you are on Suspension, you may enroll in at least six (6) credit hours during any semester and pay your tuition and fees.	<p>IF you meet the FA SAP by earning a 2.0 GPA or higher for this semester AND you meet by completing the specified number of credit hours based on the number of hours you attempted (shown below)</p> <table border="1"> <tr> <td><i>If you are attempting:</i></td> <td><i>You must complete at least:</i></td> </tr> <tr> <td>12 or more hours</td> <td>9 hours</td> </tr> <tr> <td>6 to 11 hours</td> <td>6 hours</td> </tr> <tr> <td>1 to 5 hours</td> <td>ALL hours</td> </tr> </table>	<i>If you are attempting:</i>	<i>You must complete at least:</i>	12 or more hours	9 hours	6 to 11 hours	6 hours	1 to 5 hours	ALL hours	<p>THEN your FA eligibility may be reinstated for your next semester of enrollment. You will be on PROBATION during that semester. You do not need to appeal. Our Financial Aid Office will notify you of your status by Campus Cruiser email.</p>	<p>You should see Table 2 to determine how to return to Good Standing from Probation status.</p>
		<i>If you are attempting:</i>	<i>You must complete at least:</i>									
12 or more hours	9 hours											
6 to 11 hours	6 hours											
1 to 5 hours	ALL hours											
<p>BUT if you DO NOT meet the FA SAP (by either having less than a 2.0 GPA for this semester OR by not completing the specified number of credit hours shown above), then your FA will not be reinstated and you are still on Suspension. Unless this was your THIRD Suspension (successfully appealed suspensions do not count in this total), you continue to have the same two options from which to choose if you wish to re-establish your eligibility. If this was your THIRD Suspension, your eligibility for FA is permanently ended.</p>												
Option B	If special circumstances caused you to be suspended, you may appeal to TTC’s Academic and Financial Aid Appeals Committee. This Committee will review your case knowing that you have moved through Warning and Probation statuses before being Suspended. Your appeal must be submitted to the Vice President for Student Services, with any supporting documentation regarding special circumstances, by 5 p.m. on the day of open registration. The Committee’s decision is final.	<p>IF your appeal is approved the Committee will reinstate your FA eligibility for your next semester of enrollment and will notify you by Campus Cruiser email. However, you are still on PROBATION status during that semester.</p>	<p>IF you meet SAP during your semester of reinstatement, you will return to Good Standing for FA eligibility for the next semester.</p>	<p>You should continue to meet SAP to remain in Good Standing.</p>								
		<p>IF you do not meet SAP during your semester of reinstatement, then you return to SUSPENSION status.</p>	<p>Unless this was your THIRD Suspension (successfully appealed suspensions do not count in this total), you continue to have the same two options from which to choose if you wish to re-establish your eligibility. If this was your THIRD Suspension, your eligibility for FA is permanently ended.</p>									
<p>If the committee denies your appeal then you may still attempt to regain your FA eligibility through using Option A unless this was your THIRD Suspension. If this was your THIRD Suspension, your eligibility for FA is permanently ended. Remember, successfully appealed suspensions do not count in this total.</p>												