To be eligible for funds administered by the Financial Aid Office at Cameron University, students must be making satisfactory academic progress toward completion of an eligible degree or certificate program. Funding programs include: Federal Pell Grant, Federal SEOG, Federal Work Study, Federal Direct Student Loans (subsidized and unsubsidized), Federal PLUS Loans, Oklahoma Tuition Aid Grant (OTAG), and OK Promise (OHLAP).

Federal regulations require evaluation of both qualitative and quantitative academic progress as well as maximum timeframe for completion of degree. Students must meet all three standards to be considered eligible for federal student aid. Satisfactory academic progress (SAP) standards are the same for all categories of students, including those students registered with Disability Services.

The academic year at Cameron University consists of fall, spring, and summer terms. The measurement of academic progress is made at the end of each spring term. All terms of enrollment will be included in the measurement of SAP. Terms in which the student enrolled but did not receive financial aid are included in the measurement as well.

If satisfactory academic progress has not been achieved at this point, the student will be ineligible for federal student aid funds. Students are allowed to appeal the SAP determination and if approved can be placed on probation. Academic probation and suspension are completely separate from the financial aid SAP policy.

**Grade Point Average (qualitative standard)**

Students must meet a qualitative standard of academic progress measured through an overall grade point average which includes all grades on a student’s transcript. Students must have a retention/graduation 2.0 GPA in order to graduate from Cameron University.

For **undergraduate** students, financial assistance requires a 1.7 overall grade point average for the first 29 attempted credit hours and a 2.0 overall grade point average for all credit hours attempted beyond 29. Grades of “A”, “B”, “C”, “D”, “F”, “RA”, “RB”, “RC”, “RD”, and “RF” will count in the GPA standard for measurement of SAP.

For **graduate** students, financial assistance requires a 3.0 cumulative grade point average on all attempted hours. Grades of “A”, “B”, “C”, “D”, and “F” will count in the GPA standard for measurement of SAP.

Repeat courses, remedial (zero level) courses and courses that a student obtains forgiveness for are counted in the GPA standard for measuring satisfactory academic progress.
**Pace (quantitative standard)**
Students must meet a quantitative standard of academic progress measured by a percentage completion rate or pace. Students must successfully complete 67% of all attempted credit hours. Pace is calculated by dividing the total number of credit hours the student has passed (grade of D or higher) by the total number credit hours the student has attempted. All classes attempted at all institutions are used in the Pace calculation.

Repeat courses, remedial (zero level) courses and courses that a student obtains forgiveness for are counted in the Pace standard for measuring satisfactory academic progress.

Grades of “A”, “B”, “C”, “D”, “S”, “P”, “RA”, “RB”, “RC”, and “RD” will count as successfully completed courses. Grades of “F”, “RF”, “AW”, “U”, “NP”, “NR”, “I”, “W”, and “X” will be included in the total credit hours attempted but are not counted as successfully completed credit hours. Audited classes are not eligible for financial assistance and are not counted as hours attempted.

**Maximum Timeframe for Degree Completion**
Students must complete their degree or certificate program at Cameron University within a total number of attempted credit hours that is no longer than 150 percent of the published length of the program. This total includes all attempted credit coursework at Cameron University and all transfer work from other schools regardless of any change in program. All attempted credit hours are considered in the calculation even if the student did not receive federal aid for the coursework.

*Undergraduate* students enrolled in a 128 credit hour degree program are eligible for 192 credit hours of attempted study.

*Undergraduate* students pursuing a second bachelor’s degree are eligible for 237 credit hours of attempted study and must submit a degree plan for the second program to Office of Financial Assistance for approval.

*Graduate* students enrolled in a 33 credit hour degree program are eligible for 50 credit hours of attempted study.

*Graduate* students pursuing a second master’s degree are eligible for 100 credit hours of attempted study and must submit a degree plan for the second program to the Office of Financial Assistance for approval.

**Transfer Students**
Students enrolling at Cameron University for the first time (including transfer students) are considered initially to be meeting SAP and will be evaluated at the end of the spring term. All transfer work credits submitted and placed on a student’s transcript are included in the SAP calculation.
**Returning Students**
Students who leave Cameron University with an approved appeal and return after non-attendance are considered to be on financial aid probation when they return. A review of the student’s probation conditions, academic plan, and degree plan will be completed prior to awarding aid.

Students returning to Cameron University after ceasing enrollment for at least one academic year will be evaluated under the current SAP policy.

**Appeals**
If a student loses their federal student aid eligibility as determined by SAP, they may file an appeal with the financial assistance office. There may be extenuating circumstances encountered by a student which impact their ability to be successful in making academic progress toward completion of an eligible degree or certificate program.

These circumstances may include personal injury or illness which occurs during the term; death of an immediate family member or legal guardian during the term; or other documented circumstances that were unexpected in nature and beyond control of the student.

Non-completion of a course due to a failing grade, conflicts with work schedules or child care issues are not considered extenuating circumstances and will not be viewed as sufficient reasons for the basis of an appeal. Students requiring disability services who fail to register or take full advantage of suggested accommodations with Disability Services will not be considered as reasons for the basis of an appeal.

Appeals must explain in detail why the student failed to meet the minimum academic standards, what mitigating circumstances caused the failure and how their situation has improved. Documentation supporting the appeal must be submitted. Appeals without proper documentation will not be reviewed by the committee. Appeals cannot be approved for terms that are already ended. Students appealing the maximum timeframe must submit a current degree check with the appeal.

If the financial aid appeals committee approves the appeal and determines that the student can meet the SAP standards within the next term, the student will be placed on financial aid probation. All federal student aid will be reinstated for one term and the student will be reviewed at the end of the term to determine continued eligibility.

**Individual Academic Plan**
If the financial aid appeals committee approves the appeal but determines that the student cannot meet the SAP standards within the next term, the student will be placed on an academic plan and will be required to adhere to individual terms and conditions as determined by the committee to ensure the student is able to meet the SAP requirements by a specified point in
time. Aid will be reinstated for one term and the student’s progress will be reviewed at the end of the term. At that point, the student must meet the requirements of the individual academic plan in order to remain eligible for aid.

Students who do not meet the requirements of the academic plan will become ineligible for federal student aid and have all aid suspended. Students who are ineligible for federal student aid by not meeting the requirements of the plan may regain eligibility by meeting the minimum standards of SAP.

The Financial Aid office will notify the student of the decision of the Financial Aid Appeals Committee. If the appeal is approved, the student will be required to meet with a Financial Aid counselor to review the conditions of the appeal or individual academic plan before financial aid will be reinstated. Students will be required to sign a document of understanding.

The financial aid appeals committee’s decisions are final and cannot be appealed.

**Student Responsibility**
Students are held responsible for their SAP eligibility criteria and their status at the end of the review period. If questions arise, contact the Financial Aid Office.