

North Central Texas College

Satisfactory Academic Progress Policy for Financial Aid

Effective August 2010 – August 2011

A student must maintain satisfactory academic progress towards a degree or eligible certificate to be eligible to receive state and federal financial aid. The student's entire academic record, including all transfer hours and credits received *whether on aid or not*, must be reviewed to determine if a student meets the standards set for satisfactory academic progress. All forms of financial aid awarded through the Financial Aid Office are affected by this policy.

All applicants for financial aid will undergo evaluation of their academic progress at the end of each semester (Fall & Spring & Summer) to determine the status of their academic progress. Each status is explained below:

1. Good Standing means a student is making satisfactory academic progress.

- Semester G.P.A. is 2.0 or better and
- Semester completion rate is equal to or better than the required percentage (75%)

2. Financial Aid Probation – Student is still eligible to receive Federal and State financial aid, but is not making satisfactory academic progress. The student is notified that their progress must improve or they will be placed on financial aid suspension.

- Semester G.P.A. is below 2.0 or
- Semester completion rate is below required percentage (75%)

To be reinstated to Good Standing the student must complete 80% of all courses attempted with a semester G.P.A. of 2.0. If the student completes 75% - 79% of all courses attempted with a semester G.P.A. of 2.0 they will remain on probation. If the student fails to meet the 75% completion rate as well as maintain a 2.0 semester G.P.A. during probation results in financial aid suspension.

3. Financial Aid Suspension—Student is no longer eligible for Federal or State financial aid due to their lack of satisfactory academic progress or the student has reached the Maximum credit hours allowed.

- Maximum Credit hours has been reached or
- Student was on Probation status and
- Semester completion rate is below require percentage (75%) or
- Semester G.P.A. is below 2.0

How to calculate completion rate

$$\frac{\text{Number of Credit Hours Earned}}{\text{Number of Credit Hours Attempted}} = \text{Completion Rate}$$

Classes with the following grades not considered completed:

“F” or a failing grade, “W” or withdrawn: no grade given but counts toward hours attempted, “I” or “IP” or incomplete: no grade given or an “NR” no record but counts toward hours attempted. It is the student’s responsibility to comply with the instructor before the end of the next Fall or Spring semester, or the “ I “ Incomplete” grade will revert to “F”. All courses count toward the completion rate, whether the course is a repeated course, remedial course, or courses with the grade I, IP, F, or W as well as the maximum time allowed.

Should you take a grade of “F” or “W”?

Both grades effect your completion rate (refer to NCTC’s Satisfactory Academic Progress Policy for Financial Aid), but a “W” will not effect your G.P.A. If you are certain that you can not pass a class it is better to receive a “W”. A “W” looks better on your transcript than an “F”. In addition, it is very difficult to improve your G.P.A. when you have an “F” in the calculation. Please remember both a grade of “F” and a grade of “W” can affect your ability to receive Financial Aid, but an “F” has more impact on your future.

Maximum Credit Hours allowed:

The maximum credit hours students are allowed to receive financial aid are:

- Associate Degree: 93 credit hours
- Certificate Majors: 63 credit hours

Financial aid for course study beyond the maximum credit hours requires special approval.

Ways to Re-instate your Financial Aid:

1. Appeal your suspension with the Financial Aid Appeal Committee.
2. Pay and complete one semester with a GPA of 2.0 to be reinstated. Must complete and pay for 9 hours in Fall or Spring. Must complete and pay for 6 hours in Summer.
3. Contact the Financial Aid Office after you complete step 2.

How to appeal your Suspension:

1. Students who are denied financial aid may appeal the decision, if there are extenuating circumstances. EXTENUATING CIRCUMSTANCES INCLUDE BUT ARE NOT LIMITED TO: DEATH IN THE FAMILY, ILLNESS AND HOSPITALIZATION...
2. The appeal must be submitted in written form to the Financial Aid Office.
3. Suspension letter deadlines are one week prior to the first class day of each semester.

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