



## SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

To be eligible for federal financial aid while attending BEL-REA INSTITUTE, students must maintain “Satisfactory Academic Progress” (SAP) as described below:

1. **You must maintain a cumulative grade point average of 2.0.**
2. **You must complete 70% of the credit hours you attempt each quarter.** This percentage can be calculated by dividing the successful number of credit hours you have completed by the number of credit hours attempted.  
    **“Successful credit hours”** are those transferred in and those in which you receive a grade of ‘C’ or better. Unsuccessful credit hours are those in which you receive a grade of ‘D’, ‘F’, ‘I’ or ‘WF’.  
    **“Attempted credit hours”** are all courses in which a grade is assigned as well as courses dropped after the drop period (5<sup>TH</sup> week), and incomplete classes. Transferred and repeated classes will be counted as attempted credit hours. Prior credits earned will be counted as attempted credits for returning students.
3. The **maximum time frame** you can receive federal financial aid is 1 1/2 times Bel-Rea’s standard program length (134 credit hours) or 201 attempted credit hours.

Note: You must be enrolled in at least six credits each quarter (half-time status) to be eligible for federal student loans.

### IF YOU DO NOT MEET SATISFACTORY ACADEMIC PROGRESS STANDARDS:

1. You will be placed on Financial Aid Warning the following quarter during which time you may continue to receive financial aid.
2. If you do not meet Satisfactory Academic Progress standards at the end of the warning period, you will lose your eligibility for financial aid (Financial Aid Suspension) until you have met the above requirements to reinstate your eligibility.

You will be notified of each of these changes, as they occur.

### REINSTATEMENT OF ELIGIBILITY can occur in two different ways:

- \* When the Satisfactory Academic Progress standards are met
- \* Through the appeal process

### APPEAL PROCESS

You have the right to appeal a Financial Aid Warning or loss of eligibility. The appeal must be submitted, in writing, to your financial aid advisor in the Office of Financial Aid. It should describe your mitigating circumstances and changes made that will assure Satisfactory Academic Progress will be met at the next evaluation. If your appeal is approved, you will be notified, you will be placed on financial aid probation and your eligibility will be reinstated for one additional quarter. Your FAA will notify you of the approval/denial of your appeal in a timely manner-usually within one week of receipt of the appeal and any supporting documentation.