

## **MARIETTA COLLEGE FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY**

Federal and state regulations, and Marietta College policy, require students to make satisfactory progress toward completion of their degree in order to maintain eligibility for financial assistance. Progress will include a measurement of all course work attempted at Marietta College. Evidence of progress includes grades, work projects, and/or other factors that are measurable against a norm. The College assesses the student's academic progress at least once each year.

1. Satisfactory academic progress is a condition for receipt of all financial aid resources administered by the College. Awards to students subsequently determined to have not met the financial aid standards or who have been dismissed will be withdrawn. Questions about the financial aid standards of satisfactory academic progress may be addressed to the Office of Student Financial Services.
2. The financial aid standards of satisfactory academic progress apply to federal, Ohio, and Marietta College resources. Different standards might be required for funds provided by other state and private agencies and, where applicable, will be governed by those standards.
3. Satisfactory academic progress is reviewed at the completion of each semester, with decisions on eligibility for continued assistance made at the completion of each academic year. Academic year is defined as two semesters of enrollment. A completed academic year would have occurred when hours were attempted in any two semesters. A student may have earned hours in the fall and not attend again until the fall of the next year. An academic year in this case would have occurred at the end of the second fall semester. Students who are not meeting satisfactory academic progress standards but who are not at the end of a full academic year will be placed on a one semester warning period and will retain aid eligibility for the upcoming semester.
4. Students will be offered only one opportunity to appeal a loss of financial aid. Appeals by those denied aid because of failure to meet these standards should be directed to the Associate Director of Student Financial Services for consideration by the Financial Aid Committee on Academic Progress. Members of the committee include the Director and Associate Director of Student Financial Services, and a member of the Student Life staff. The Associate Director of Student Financial Services convenes the committee.

Marietta's financial aid standards of satisfactory academic progress required for retention of eligibility for financial aid involve qualitative and quantitative measures. The qualitative measure examines the quality of the student's academic performance as measured by grade point average. The quantitative measure examines the student's progress towards completion of the number of credit hours required to receive a degree.

Note that the financial aid standards are not the same as those applied by the Academic Standing Committee to determine whether a student is in good academic standing. The financial aid standards are minimum requirements a student must meet to retain financial aid eligibility, provided the Academic Standing Committee and Provost determine that the student is academically eligible to enroll at the institution. A student may be ineligible to receive aid through failure to meet the financial aid standards, or may have met the financial aid standards but be ineligible to enroll at the College.

### ***Qualitative Measure***

The qualitative measure of academic progress consists of two parts. The first measures the cumulative GPA required for credit hours earned; the second measures the cumulative GPA required after two academic years. Students must have achieved the stipulated cumulative grade point average for the credit hours specified.

The measure of the qualitative component of satisfactory academic progress is graduated, taking into account varying levels of enrollment.

| <u>Credit Hours Earned</u> | <u>Required Cumulative GPA</u> |
|----------------------------|--------------------------------|
| 0 to 24 hrs                | 1.6                            |
| 25 to 58 hrs               | 1.8                            |
| 59 hrs and higher          | 2.0                            |

In addition, a student must have achieved a 2.0 GPA at the end of two academic years regardless of how many hours enrolled for each semester.

### ***Quantitative Measure***

The quantitative measure of academic progress also consists of two parts. The total hours attempted may be no greater than 150% of total hours required for the degree program in which the student is enrolled. When progress is checked, a student must earn at least 67% of the credit hours attempted. Below is the maximum attempted hours that will be allowed for any particular degree program:

| <u>Degree</u>                 | Credit<br>Hours Required<br><u>for Degree</u> | Credit Hours<br><u>Attempted</u> |
|-------------------------------|---|----------------------------------|
| Associate of Arts             | 61  | 91                               |
| Bachelor of Arts              | 120   | 180                              |
| B.A. Public Accounting        | 150   | 225                              |
| Bachelor of Fine Arts         | 120   | 180                              |
| Bachelor of Music             | 120   | 180                              |
| Bachelor of Science           | 130   | 195                              |
| B.S. in Petroleum Engineering | 133   | 200                              |

A student will be granted an allowance for one change of major or second degree. A student who changes his or her major will be allowed a maximum number of attempted credit hours equal to the credit hours attempted at the point of making the major change or starting the second degree plus the maximum allowable attempted hours for the new major. When progress is checked, a student must still earn at least 67% of the total credit hours attempted.

For a student pursuing a double major, the maximum credit hours attempted will be 150% of the total of the general education requirements plus the courses required for the two majors.

### **Incompletes, Course Repetitions, Withdrawals, and Non-credit Remedial Courses**

In each of the above situations, courses will count towards the credit hours attempted when measuring both the quantitative and qualitative component of academic progress. If a student has lost eligibility for financial aid because of failure to make satisfactory academic progress all incompletes must be resolved prior to determining renewed eligibility for aid.

### **Transfer Students**

To determine the satisfactory progress of a student transferring to Marietta, evaluation of the quantitative and qualitative measures for the terms completed will be based on the point of the student's entry into the College. For example, a student transferring into the College with 30 credit hours of prior course work will be measured against the standards for those who have completed 30 credit hours at the College.

### **Fresh Start**

Students readmitted to Marietta College under the Fresh Start program will automatically be granted a probationary semester of financial aid. Students making Satisfactory Academic Progress during that probationary semester will continue to have eligibility for financial aid as long as they continue to meet qualitative and quantitative requirements on a cumulative basis from the point of readmission. However, they are eligible for financial aid for no more than 150% of the total hours required for the degree program in which the student is enrolled including hours attempted prior to entering the Fresh Start program. Students who fail to make satisfactory progress in their probationary semester or any semester thereafter will lose aid eligibility and be treated as any other student who has already had a probationary semester of financial aid and their entire Marietta College record will be considered in determining when aid can be reinstated.

### **Graduate Students**

The Satisfactory Academic Progress Policy shall apply to graduate students with the following changes:

### ***Qualitative Measure***

| <u>Credit Hours Earned</u> | <u>Required Cumulative GPA</u> |
|----------------------------|--------------------------------|
| 0 to 15 hrs.               | 2.5                            |
| 16 hrs. and higher         | 3.0                            |

### ***Quantitative Measure***

| <u>Degree</u> | <u>Credit Hours<br/>Required for<br/>Degree</u> | <u>Credit Hours<br/>Attempted</u> |
|---------------|---|-----------------------------------|
| M.A.L.L.      | 30  | 45                                |
| M.A.Ed.       | 33  | 50                                |
| M.C.M.        | 30  | 45                                |
| M.A.P.        | 36  | 54                                |
| M.S.P.A.S.    | 107   | 161                               |

### **Specific Appeal Procedures**

A student who has been denied financial aid because of failure to maintain satisfactory academic progress may make a one-time appeal to the Financial Aid Committee on Academic Progress. The appeal must be in writing, either in the form of a letter, a fax or an e-mail. It should be sent to the Associate Director of Student Financial Services and must be received by the date directed in the letter the student will receive notifying of loss of financial aid. The appeal letter should show that the student recognizes the cause of prior academic difficulties and has identified remedies that will ensure future academic success. Each appeal will be considered on an individual basis. Special attention will be given to students deemed to be educationally disadvantaged under "special circumstances". Examples of special circumstances that may be considered include but are not limited to:

- 1) Death of a member of the immediate family
- 2) Serious injury or illness
- 3) Other circumstances beyond the student's control

When the Committee has made its decision, the student will be notified in writing. If the appeal is granted, the student will be on probation for one semester and must complete the requirements stated in the response letter to continue receiving aid past the probationary semester.

A student may choose not to appeal the withdrawal of aid and instead decide to withdraw from school for a semester. At the end of that semester, the student may make an appeal to the Financial Aid Committee on Academic Progress for reinstatement of aid for the subsequent semester. The appeal must be in writing, either in the form of a letter, a fax or e-mail. It should be sent to the Associate Director of Student Financial Services and must be received no earlier than the mid-point of the semester the student has withdrawn and no later than one month prior to the beginning of the semester in which he or she wishes to return. The letter should state what the student has done to prepare him or herself to succeed if aid is reinstated. When the Committee has made its decision, the student will be notified in writing. If the appeal is granted, the student will be on probation for one semester and must complete the requirements stated in the response letter to continue receiving aid past the probationary semester.

Students who have lost financial aid and have been denied an appeal may choose to continue taking classes at Marietta College while funding their education from non-financial aid resources. (It is important to note that the only way to raise the Marietta College GPA is to take classes at Marietta College. Credits transfer from other schools but grades taken at other schools do not affect the Marietta College GPA.) If, after one semester, a student feels he or she is making significant progress towards meeting the satisfactory academic progress requirements but has not achieved the standard that would automatically qualify for reinstatement of financial aid, he or she may make a one time appeal to the Financial Aid Committee on Academic Progress for reinstatement of aid for the subsequent semester. The appeal must be in writing, either in the form of a letter, a fax or e-mail. It should be sent to the Associate Director of Student Financial Services and must be received no later than one month prior to the beginning of the semester in which they wish to have their aid reinstated. When the Committee has made its decision, the Associate Director will notify the student in writing. If the appeal

is granted, the student will be on probation for one semester and must complete the requirements stated in the response letter to continue receiving aid past the probationary semester.

**If a student is granted a probationary semester and withdraws from the college after the first two weeks of that semester, that semester will be considered the probationary semester and the grade point average recorded at the end of the semester will be the official grade point average for consideration of continuation of financial aid.**

In all cases, if an appeal has been granted and the student does not complete the requirements set by the Committee, financial aid will be lost until the qualitative and quantitative standards for their enrollment status have been met.

However, at the discretion and initiative of the Director of Student Financial Services, one additional probationary semester may be granted under two situations. One additional probationary semester may be granted if the student does not meet the required semester GPA but does earn a GPA which is 2.0 or above. However, at the end of this additional probationary semester, the student must have earned a 2.0 cumulative GPA or their financial aid eligibility will be revoked until they have met the qualitative and quantitative standards for their enrollment status. The other situation is when, having been granted a probationary semester based on an appeal, a student brings their cumulative GPA to a 2.0 or above and then later loses financial aid eligibility because of subsequent failure to maintain satisfactory academic standards. Normally, the student would be ineligible for financial aid until the cumulative GPA returned to at least 2.0. However, if after losing aid eligibility for a second time, the student earns a semester GPA that is exceptional, the Director of Student Financial Services may elect to grant the student one additional probationary semester. However, at the end of this additional probationary semester, the student must have earned a cumulative GPA of 2.0 or their financial aid eligibility will be revoked until they have met the qualitative and quantitative standards for their enrollment status.

However, any time the student meets the qualitative and quantitative standards for their enrollment status, financial aid eligibility is automatically reinstated.

### **Merit-Based and Talent Scholarships**

Students receiving merit-based scholarships must maintain a higher standard in order to retain scholarship funds. All Marietta merit-based scholarship recipients enrolling at Marietta College in the fall semester of 2007 or later must maintain a 3.0 cumulative grade point average. All merit-based scholarship recipients must maintain continuous full-time enrollment at the College for renewal of their scholarships. All standards are measured at the completion of each academic year.

Students receiving Talent Scholarships in the Fine Arts must maintain continuous full-time enrollment, a minimum cumulative grade point average of 2.0 as measured at the completion of each academic year, and must be recommended for renewal by the Talent Scholarship Committee.

Students who are close but do not meet the requirements for renewal of a merit scholarship may write a letter of appeal to the Director of Student Financial Services for special consideration to retain their scholarship.

Merit and Talent Scholarship eligibility is limited to eight semesters of continuous enrollment at the College.

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