

**TEXAS A&M UNIVERSITY-TEXARKANA
OFFICE OF FINANCIAL AID**

SATISFACTORY ACADEMIC PROGRESS FOR UNDERGRADUATE STUDENTS

1. This is an official statement of University policy related to the financial aid operational definition of “Satisfactory Academic Progress” of undergraduate students for Texas A&M University-Texarkana effective for the **Fall 2008** and subsequent academic years. The Higher Education Act of 1965, as amended, requires that students make satisfactory academic progress in order to receive financial assistance. Satisfactory academic progress is consistently applied to all college course work, regardless of whether or not the student received financial assistance at any particular time. A student who receives financial aid must also be enrolled as a “regular” student in an undergraduate degree program or “initial” teaching certificate program at A&M-Texarkana to be considered for financial aid.
2. Qualitative Standard: Grade point average, enrollment requirements, and maximum time frame are all considered in determining satisfactory academic progress. Evaluation of satisfactory academic progress of undergraduate and post-baccalaureate degree/certification students receiving financial aid will be reviewed at least once per academic year (end of the Spring semester). The student’s grade point average and hours attempted will be monitored annually. Students pursuing first or second bachelor’s degree and those pursuing teacher certification must maintain a cumulative 2.00 grade point average on the undergraduate hours. Any student on Academic Probation or Suspension will be ineligible for financial aid.
3. Quantitative Standard (Cumulative hours): The maximum number of cumulative hours a student may attempt is limited to 150% of the student’s undergraduate degree program as published in the University catalog. If the published number of hours required to graduate is 120 semester hours, a student may not attempt more than 180 semester hours ($120 \times 150\% = 180$) to continue receiving financial aid. All periods of enrollment, including transfer hours from another college, must be considered toward the 150% calculation even if the student did not receive financial aid. Once the student has attempted 150% of the hours required to graduate, the student is no longer eligible for financial aid. Once the student has attempted 150 semester hours, the student must submit documentation to the Financial Aid Office demonstrating he/she will graduate within the 150% maximum time period. “Attempted” hours must include all courses for which the student registered each semester at any college (including credit only courses). “Attempted” hours include all hours the student completed, failed, repeated, withdrew from, non-passing grades (including “NG”), Satisfactory and Unsatisfactory grades, credit hours received (without a grade), and hours for which an incomplete grade was received. An undergraduate (or post-baccalaureate) degree-seeking student will be limited to the following number of attempted semester hours to complete his/her degree/certificate program:

<i>First Undergraduate Degree:</i>	<i>180 attempted semester hours</i>
<i>Second Undergraduate Degree:</i>	<i>45 attempted semester hours</i> <i>(beyond first undergraduate degree)</i>
<i>Initial Teacher Certification:</i>	<i>45 attempted semester hours</i> <i>(beyond first undergraduate degree)</i>

Quantitative Standard (Annual hours): Enrollment status (hours attempted) will be determined on the number of hours for which the student is registered on the University’s official census date--(12th class day Fall/Spring; 4th class day Summer)—even if no financial aid was received. Each academic year, (Fall, Spring, and Summer), the student must successfully complete a minimum of 67% of all attempted semester hours at A&M-Texarkana in order to be considered for financial aid. If the student fails to complete 67% of his/her attempted semester hours, the student will no longer be eligible for financial aid. Example: If a student attempts 30 semester hours in an academic year, he/she must satisfactorily complete a minimum of 20 semester hours ($30 \times 67\% = 20$) in order to meet the “quantitative” measurement and regain eligibility for financial aid. (Partial credit hours will be rounded down to the nearest semester hour).

4. Undergraduate students enrolled in a “regular” degree program for **ONE** semester, pending receipt of satisfactory THEA (formerly TASP) scores, may receive financial aid for **ONE** semester. Upon completion of the first semester, the student must provide proof of satisfactory THEA scores to the Admissions Office to be considered for future aid. (THIS IS NOT AN APPEAL ITEM)
5. Undergraduate students who receive financial aid at A&M-Texarkana must have satisfactorily completed a minimum of 54 semester hours AND a minimum 2.00 cumulative grade point average prior to receiving financial aid. (Cumulative GPA is determined by Admissions).
6. An undergraduate student who is denied aid under this policy will again be eligible for aid when he/she documents that he/she meets the requirements specified above.
7. Student aid regulations allow a student to appeal an adverse satisfactory academic progress finding based on (a) the death of an immediate family member (b) a serious injury or illness of the student, or (c) other extenuating circumstances beyond the student’s control. If the student has exceeded the maximum time frame of 150% of the number of semester hours required for graduation in his or her program of study, as published in the University catalog and is appealing based on a change of major, he or she must submit documentation (including a degree plan or degree worksheet) to the Financial Aid Office stating the reason for the change and indicate the courses remaining to be taken in the new major. A student who wishes to appeal shall do so in writing to the Financial Aid Office. A student will be allowed to submit an appeal for review twice as an undergraduate student and twice as a graduate student. The written appeal describing the circumstance and supporting documentation must be submitted to the Financial Aid Office within 21 calendar days of the adverse finding letter. A student whose appeal is denied by the Financial Aid Office may appeal to the Financial Aid Committee. The student must provide written notice of his intent to do so within 14 calendar days of notice of the appeal denial. After the appeal has been reviewed, the student will be notified of the results by mail within 21 calendar days, and the Committee’s decision is final.

**TEXAS A&M UNIVERSITY-TEXARKANA
OFFICE OF FINANCIAL AID**

SATISFACTORY ACADEMIC PROGRESS FOR GRADUATE STUDENTS

1. This is an official statement of University policy related to the financial aid operational definition of “Satisfactory Academic Progress” of graduate students for Texas A&M University-Texarkana effective for Fall 2008 and subsequent academic years. The Higher Education Act of 1965, as amended, requires that students make satisfactory academic progress in order to receive financial assistance. Satisfactory academic progress is consistently applied to all college course work, regardless of whether or not the student received financial assistance at any particular time. A student who receives financial aid must also be enrolled as a “regular” student in an undergraduate degree program or “initial” teaching certificate program at A&M-Texarkana to be considered for financial aid.

2. Qualitative Standard: Grade point average, enrollment requirements, and maximum time frame are all considered in determining satisfactory academic progress. Evaluation of satisfactory academic progress of graduate students receiving financial aid will be reviewed at least once per academic year (end of the Spring semester). The student’s grade point average and hours attempted will be monitored annually. Students pursuing a Master’s degree must maintain a minimum 3.00 cumulative grade point average on all graduate course work. Any student on Academic Probation or Suspension will be ineligible for financial aid.

3. Quantitative Standard (Cumulative hours): The maximum number of cumulative hours a student may attempt is limited to 150% of the student’s graduate degree program as published in the University catalog. If the published number of hours required to graduate is 36 semester hours, a student may not attempt more than **54 semester hours** ($36 \times 150\% = 54$) to continue receiving financial aid. All periods of enrollment, including transfer hours from another college, must be considered toward the 150% calculation even if the student did not receive financial aid. Once the student has attempted 150% of the hours required to graduate, the student is no longer eligible for financial aid. Once the student has attempted 45 semester hours, the student must submit documentation to the Financial Aid Office demonstrating he/she will graduate within the 150% maximum time period. “Attempted” hours must include all courses for which the student registered each semester at any college (including credit only courses). “Attempted” hours include all hours the student completed, failed, repeated, withdrew from, non-passing grades (including “NG”), Satisfactory and Unsatisfactory grades, credit hours received (without a grade), and hours for which an incomplete grade was received. A graduate degree-seeking student pursuing a Master’s degree will be limited to the following attempted semester hours to complete his/her graduate degree and must complete the degree requirements within 150% maximum time period:

<i>First Master’s Degree:</i>	<i>54 attempted semester hours</i>
<i>Second Master’s Degree:</i>	<i>36 attempted semester hours (beyond first Master’s degree)</i>

Quantitative Standard (Annual hours): Enrollment status (hours attempted) will be determined on the number of hours for which the student is registered on the University’s official census date--(12th class day Fall/Spring; 4th class day Summer)—even if no financial aid was received. Each academic year, (Fall, Spring, and Summer), the student must successfully complete a minimum of 67% of all attempted semester hours at A&M-Texarkana in order to be considered for financial aid. If the student fails to complete 67% of his/her attempted semester hours, the student will no longer be eligible for financial aid. Example: If a student attempts 18 semester hours in an academic year, he/she must complete a minimum of 12 semester hours ($18 \times 67\% = 12$) in order to meet the “quantitative” measurement and regain eligibility for financial aid. (Partial credit hours will be rounded down to the nearest semester hour).

4. Graduate students pursuing a Master’s degree at A&M-Texarkana may receive financial aid for **12 consecutive months** while in pursuit of “Admission to the Graduate Degree Program”. Upon Admission, the student must provide proof of their Admission to the Graduate Program to the Financial Aid Office in order to be considered for future aid at A&M-Texarkana. (THIS IS NOT AN APPEAL ITEM)

5. Student aid regulations allow a student to appeal an adverse satisfactory academic progress finding based on (a) the death of an immediate family member (b) a serious injury or illness of the student, or (c) other extenuating circumstances beyond the student’s control. If the student has exceeded the maximum time frame of 150% of the number of semester hours required for graduation in his or her program of study, as published in the University catalog and is appealing based on a change of major, he or she must submit documentation (including a degree plan or degree worksheet) to the Financial Aid Office stating the reason for the change and indicate the courses remaining to be taken in the new major. A student who wishes to appeal shall do so in writing to the Financial Aid Office. A student will be allowed to submit an appeal for review twice as an undergraduate student and twice as a graduate student. The written appeal describing the circumstance and supporting documentation must be submitted to the Financial Aid Office within 21 calendar days of the adverse finding letter. A student whose appeal is denied by the Financial Aid Office may appeal to the Financial Aid Committee. The student must provide written notice of his intent to do so within 14 calendar days of notice of the appeal denial. After the appeal has been reviewed, the student will be notified of the results by mail within 21 calendar days, and the Committee’s decision is final.