

Seattle Vocational Institute

Financial Aid Satisfactory Academic Progress



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Students receiving financial aid are required to make satisfactory academic progress in an eligible program of study. Satisfactory academic progress is reviewed prior to awarding aid, even if students previously attended without receiving aid. Satisfactory academic progress requirements are summarized below.

#1. Satisfactory Academic Progress Requirements

- a) You must be enrolled in classes required for your program of study.
- b) You must be in good standing with the college* and must maintain a minimum cumulative 2.00 grade point average (GPA).
- c) You must complete your program of study within the maximum time frame of 150% or your program length, 125% for state aid.
- d) You must progress in your program of study at a pace that will allow completion within the maximum time frame.
- e) You will be funded for one program of study. You must complete the appeal form available in the financial aid office to request a change of program or funding for a second program of study and the appeal must be approved.
- f) You must complete your courses on time.
- g) You must complete the appropriate number of credits based on your enrollment status.

If you enroll
Full-time (16 or more credits)
¾-time (12 – 15 credits)
½-time (8 - 11 credits)
Less than ½-time (2 - 7 credits)

You must complete at least
16 credits per quarter
12 credits per quarter
8 credits per quarter
All credits

*this includes meeting individual class attendance, grade and conduct requirements

#2. Financial Aid Ineligibility Status

You will become ineligible for financial aid if:

- a) You complete less than 50% of the credits for which you were enrolled.
- b) You do not meet the satisfactory academic progress requirement listed above (#1) while on probation.
- c) You do not maintain a minimum cumulative grade point average of 2.00 after two (2) or more quarters.
- d) The maximum number of credits of attendance has been used or your pace of progress does not allow you to complete within the maximum time frame for your program of study.
- e) More than two consecutive quarters of unsatisfactory progress have occurred.

If you have already been offered financial aid and you are no longer eligible, your financial aid award will be canceled.

#3. Warning or Probationary Status

If you do not meet the Satisfactory Academic Progress (SAP) requirements, nor the criteria for Financial Aid Ineligibility, you will be placed on Financial Aid Warning if:

- a) You attempt 16 or more credits but complete 8 – 15.
- b) You attempt 12 – 15 credits but complete 6 – 11.
- c) You attempt 8 – 11 credits but complete 4 – 7.
- d) Your cumulative Grade Point Average drops below 2.00.

This is a warning, and therefore you are eligible for financial aid funding while on Warning or Probation Status.

During your warning quarter you must meet ALL SAP CRITERIA as outlined under #1, above, or you will be placed on Financial Aid Ineligibility status.

#4. Academic Progress Review

Satisfactory Academic Progress is reviewed prior to offering any financial aid. In addition, Satisfactory Academic Progress is reviewed at the end of each quarter.

- a) Grades of 2.0 – 4.0 and “P” count as completed credits.
- b) Grades of “Y” count as completed credits only if assigned in accordance with district grading policy.
- c) Grades of less than 2.0 and letter grades of “I”, “N”, “NC,” “*” and “W” do not count as completed credits.
- d) You may repeat a course in which you received an I, N, NC or W grade or a grade less than a 2.00 only once.

#5. Reestablishing Financial Aid Eligibility

If you became ineligible for financial aid due to unsatisfactory academic progress, you may regain eligibility by:

- a) Registering at your own expense for a minimum of 8 credits at SVI; completing the appropriate number of credits based on your enrollment status (see chart, above); and having a 2.00 or greater cumulative GPA at the end of the quarter. Then submit a Reinstatement Petition for approval.

or

- b) Submitting and securing approval of your written, documented appeal for reinstatement. The appeal should be based on unusual or extraordinary circumstances beyond your control and include a plan for future success in your program of study. You may also be asked to submit a Credit Review/Academic Plan if needed to assess pace of progress in your program of study.

All petitions are submitted to the Financial Aid Office and reviewed by a committee of financial aid professionals.