

# OKLAHOMA BAPTIST UNIVERSITY

## SATISFACTORY ACADEMIC PROGRESS POLICY

### I. Eligibility Criteria

- A. To be eligible for federal financial assistance at Oklahoma Baptist University, a student must:
1. Be admitted as a regular degree-seeking student.
  2. Be enrolled in a program of study leading to a degree.
  3. Be making satisfactory academic progress as defined by this policy.
- B. Enrollment requirements for the various federal and state aid programs are as follows:
1. Pell Grant - awards range from less than half-time up to full-time enrollment.
  2. Federal Supplemental Grant, Perkins Loan and Work-Study - require a full-time enrollment due to the limited availability of funds and they are limited to students seeking their first bachelor's degree.
  3. Oklahoma Tuition Aid Grant - requires a minimum of half-time enrollment.
  4. Oklahoma Tuition Equalization Grant - full-time enrollment is required.
  5. ACG and SMART - full-time enrollment is required per Federal Regulations.
  6. Stafford and PLUS Loans - require a minimum of half-time enrollment.
- C. Definitions of half-time and full-time enrollment for federal aid are as follows:
1. Full-time enrollment for any semester is defined as a minimum of 12 credit hours for undergraduate students and 9 hours for graduate students.
  2. Half-time enrollment for any semester is defined as a minimum of 6 credit hours for undergraduate students and 5 hours for graduate students.

### II. Satisfactory Academic Progress

- A. Satisfactory Academic Progress is measured in three areas - hours attempted, hours completed, and cumulative grade point average. Transfer hours are included. The following table outlines the standards which must be met in order to receive any type of federal financial aid:

<b>UNDERGRADUATE STUDENTS</b>			
<b>If you enroll:</b>	<b>You must complete:</b>	<b>If you have earned:</b>	<b>You must have a:</b>
Full-time (12 hours)	an average of 12 hours per term	1-59 hours	1.75 Cumulative grade point average
¾ time (9-11 hours)	an average of 9 hours per term	60 or more hours	2.00 Cumulative grade point average
½ time (6-8 hours)	an average of 6 hours per term		

<b>GRADUATE STUDENTS</b>		
<b>If you enroll:</b>	<b>You must complete:</b>	<b>You must have a:</b>
Full-time (9 hours)	an average of 9 hours per term	2.0 Cumulative grade point average
½ time (5-8 hours)	An average of 5 hours per term	2.0 Cumulative grade point average

<b>Degree</b>	<b>Maximum Attempted Hours Allowed</b>
First Bachelor's Degree	180 hours
Second Bachelor's Degree	240 hours

**B. Grade definitions**

1. The following grades shall count as hours completed (earned) for satisfactory progress:  
"A", "B", "C", "D", "S"
2. The following grades do not count as hours completed (earned) for satisfactory progress:  
"F", "W", "I", "E", "U", "FX", "IP", "Audit". With the exception of "Audit", all will be counted as failing grades.

**C. At the end of Fall, Spring, and Summer semesters, progress will be reviewed as follows:**

1. Terms of conditionally reinstated students.
2. Verification of at least 1 hour completed for each aid recipient.

**D. At the end of each Spring semester, the following items will be reviewed:**

1. Total hours attempted
2. The number of credit hours earned for academic year.
3. Cumulative grade point average
4. Terms of conditionally reinstated students.

**III. Financial Aid Suspension**

- A. At the end of each academic year, (Spring semester) if measurable academic progress has not been achieved (see II above), the student will be placed on financial aid probation for one term. At the end of the probationary period, if the student is still not meeting SAP the student will be placed on financial aid suspension and no further financial assistance will be available until the conditions of reinstatement have been met.
- B. Any student who fails to complete at least one hour for the period in which they received federal aid will be placed on financial aid suspension for the next term. This may happen by the student failing all classes or by withdrawing from a semester.
- C. Students placed on Academic Suspension will automatically be on financial aid suspension. If an academic suspension appeal is approved, the student will fall under the regular financial aid policy.

**IV. Earned Reinstatement**

- A. Insufficient earned hours - A student may gain reinstatement by completing the necessary deficient hours without the benefit of federal financial assistance, while at the same time continuing to meet the appropriate cumulative grade point average requirements.
- B. Insufficient cumulative grade point average - A student may gain reinstatement by achieving the required cumulative grade point average without the benefit of federal financial assistance.

Once a student has earned reinstatement, they must submit a transcript to the Student Financial Services office and request reinstatement of federal aid eligibility.

**V. Conditional Reinstatement (Appeals)**

- A. Any student placed on financial aid suspension may appeal if mitigating circumstances exist. This may be done by completing an appeal form available in the Student Financial Services office.
- B. The Director of Student Financial Services will review the student's appeal and determine whether the status of financial aid suspension will be upheld or a conditional reinstatement (probation) offered. The student will be advised in writing of the decision.