

Nazarene Bible College

Satisfactory Academic Progress Policy

For Financial Aid Eligibility

Federal regulations require that all student financial aid recipients make satisfactory academic progress toward achieving a certificate or degree to maintain eligibility for Title IV Federal Financial Aid (Pell Grant, Federal SEOG, Federal Direct Loans, and Federal PLUS loans.) Nazarene Bible College will monitor satisfactory academic progress at the end of each academic term including when a student does not receive further Title IV payments. Students are expected to know, based on this policy, when they may be placed on warning, suspension, or removal. Satisfactory Academic Progress is measured by the following three components:

Qualitative progress:

Students must maintain a minimum cumulative grade point average.

Quantitative progress:

- a) Students must complete a certain percentage of hours they attempt.
- b) Students must complete their program within a maximum time frame allowed.

1. **Cumulative GPA:** Students are required to maintain a cumulative GPA of at least 2.0 to be eligible for federal financial aid. (reference: NBC Catalog "Grading System")

2a. **Completion Rate:** Students must successfully complete and pass at least 66.67% of all courses attempted (rate of progress.) This is calculated by dividing the cumulative number of credit hours completed by the cumulative number of credit hours attempted. All applicable transfer hours are included in this calculation.

2b. **Maximum Time Frame:** Students must complete enough hours to finish their program within 150% of the published length of program measured in credit hours. For example, if the published length of required credit hours for a program is 128 credits, the maximum period must not exceed 192 (128 x 150%).

Financial Aid status process:

At the end of each term, Satisfactory Academic Progress will be reviewed. When a student does not meet the standards as stated above, the following process will take place and the student will be notified in writing:

Financial Aid Warning: A student is placed on Financial Aid Warning if they fail to meet any of the above standards. The student will continue to be eligible for Title IV aid during their next term of attendance.

Financial Aid Suspension: A student is placed on Financial Aid Suspension if they fail to meet any of the above standards while on Financial Aid Warning. Students are not eligible to receive Title IV aid while on Financial Aid Suspension.

Financial Aid Probation: A student may appeal their suspension and if granted, their status will move to Financial Aid Probation. A student on probation will continue to be eligible for Title IV aid during their next term of attendance.

Financial Aid Continued Probation: A student may make marked progress during their probation period but still fall below the standards above. An academic progress plan may be offered to a probation student on rare occasions. The academic progress plan student will be placed on Continued Probation and monitored at the end of each term to determine progress towards meeting all standards according to the academic plan.

Financial Aid Removal: A student will be removed from aid eligibility if they fail to meet all standards during their probation period or at the conclusion of their academic plan (if applicable.)

Suspension Appeal Process:

A student may appeal their Financial Aid Suspension status if there are extenuating circumstances such as a death of a family member, an extreme or prolonged illness or medical issue of a family member, or personal illness or medical issue. An appeal form must be submitted which should include a plan of action to remedy the situation before the start of the next academic term. If approved, the student will continue to remain eligible for Title IV aid for their next term of enrollment and their status will move to Financial Aid Probation.

Reinstatement:

A student may be reinstated for aid eligibility once they have met the Satisfactory Academic Progress standards after taking courses at his/her own expense.

Repeated Courses:

Financial Aid can be used to repeat a previously passed course one time. Financial Aid can be used to repeat a previously failed course as long as the student remains in good standing with the institutional SAP policy. Repeated courses will count towards total attempted credits.