

# Financial Aid Satisfactory Academic Progress (FASAP) Policy



STUDENT FINANCIAL  
SERVICES

# Introduction to Satisfactory Academic Progress Policies

To be eligible for federal financial aid, students are required by the U.S. Department of Education to maintain Financial Aid Satisfactory Academic Progress (FASAP) toward their degree objectives. AUA has established this FASAP policy to ensure student success and accountability and to promote timely advancement toward degree objectives. These FASAP guidelines are based on the regulatory requirements and reasonable expectations of academic progress toward the medical doctor (M.D.) degree. These standards, reviewed annually for Basic Sciences students and each period for Basic Sciences Integration Course intersession and Clinical Sciences students, must be met for a student to maintain financial aid eligibility. During Basic Sciences, the review can be performed either at the conclusion of the Spring or Fall terms, depending on when the last review was performed. The purpose of this policy is to establish rules and regulations governing FASAP of medical students attending AUACOM.

**Note:** The Office of Financial Aid may change these policies at any time to ensure continued compliance with changes in federal regulations regarding student financial aid. This policy applies to the following financial aid programs:

## Financial Aid Programs Subject to Financial Aid SAP Policy

- Federal Direct Unsubsidized Loans
- Federal Direct Graduate PLUS Loans

## Programs Not Subject to Financial Aid SAP Policy

Students should check with the Admissions Office for rules governing award retention for the following: AUA Academic Scholarships, AUA Service Awards, and AUA Cultural Awards. Outside agency scholarships or sponsored agency awards (including Department of Defense and veterans' awards) may be verified with the Aid Office.

## Enrollment Requirement

All AUA students are enrolled as full-time students.

# Definition of Financial Aid Satisfactory Academic Progress (FASAP)

Financial Aid Satisfactory Academic Progress is defined by the following Qualitative and Quantitative criteria:

Qualitative: Meeting a minimum cumulative grade point average requirement (GPA), or comparable measure

Quantitative: Maintaining a pace of progression such that a student can complete the educational program within the maximum timeframe

Students who do not meet one or more of the above criteria will have eligibility for financial aid suspended until they do meet the criteria or have an approved appeal.

## QUALITATIVE STANDARD

All final course grades for courses and clerkships offered through AUACOM are assigned grades of Honors (H)/High Pass (HP)/Pass (P)/Fail (F). All students are required to complete these components with a grade of Pass or higher (the equivalent of a 2.0 GPA); or must have an academic standing consistent with the requirements for graduation. Refer to the student handbook for specifics.

The following grades are counted in cumulative grade point average calculation:

- Honors (H): equivalent to 4.0 GPA
- High Pass (HP): equivalent to 3.0 GPA
- Pass (P): equivalent to 2.0 GPA
- Fail (F): equivalent to 0.0 GPA

The following grades are not counted in cumulative grade point average calculation:

- Withdraw Passing (WP)
- Withdraw Failing (WF)
- Withdraw No Grade (W)
- Successfully Repeated in a Subsequent Period (R)
- Restarted (RS)
- Transfer Coursework
- In Progress (IP)\*

\*once an In Progress period is completed and graded, it will be assigned a grade of H, HP, P, or F and be included in the cumulative grade point average calculation.

If at the end of a 12-month period there is no completed, graded coursework – the Qualitative Standard will be measured using the percent (based on points earned divided by points available) on exams administered during the In Progress (IP) period. Students will be considered as meeting the Qualitative Standard if they can mathematically earn a grade of Pass or higher at the conclusion of the academic year when there will be completed, graded coursework. In these

circumstances, FASAP including the qualitative standard will be measured within the following 6 months. If there is still no completed, graded coursework, the student will be considered as not meeting the Qualitative Standard.

## QUANTITATIVE STANDARD

Students must complete a minimum number of credits (Pace) to ensure completion of the degree within the maximum time frame.

To calculate the Pace of Progression, divide the cumulative number of credits earned by the cumulative number of credits attempted.

The following grades are counted as both earned and attempted in the calculation of Pace:

- H, HP, P: Honors, High Pass, Pass
- Transferred Coursework: When accepted for credit towards the AUA M.D. degree.

The following grades are measured as attempted but not earned in the calculation of Pace:

- F: Fail
- WF: Withdrawal Failing
- WP: Withdrawal Passing
- W: Withdrawal No Grades

The following grades are measured as neither earned or attempted in the calculation of Pace:

- R: Successfully Repeated in a Subsequent Period
- RS: Restarted
- IP: In Progress *(Note: once an IP period is completed and graded as H, HP, or P, it will be included as earned in the calculation of Pace. Once an IP period is completed as F it will be included as attempted (unearned) in the calculation of Pace.*

Students completing the first academic year with a grade of Pass or above must be at or above 50% pace to meet the Quantitative Standard. Students completing second academic year and beyond with a grade of Pass or above must be at or above 67% pace to meet the Quantitative Standard.

Coursework graded as Successfully Repeated in a Subsequent Period (R), Restarted (RS), and In Progress (IP) are not counted as earned or attempted in the calculation of Pace.

\*once an In Progress period is completed and graded, it will be assigned a grade of H, HP, P, or F and be included in the Pace calculation.

If at the end of a 12-month period there is no completed, graded coursework – Pace will be measured based only on prior completed, graded coursework. If there is no prior completed, graded coursework, the student will be considered as making pace until the student can be measured at the conclusion of the academic year when there will be completed, graded coursework. . In these circumstances, FASAP including the quantitative standard will be measured within the following 6 months. If there is still no completed, graded coursework, the student will be considered as not meeting the Qualitative Standard.

Additionally, students must complete the degree objective within a maximum timeframe. The normal time frame for completion of the required course work for the MD degree is 170 credits attempted. Due to academic or personal difficulties, or participation in scholarly enrichment activities, a student may require

additional time. The maximum time frame to complete the requirements for the MD degree cannot exceed 150% or 255 credits attempted.

Students will be eligible to receive financial aid until the maximum timeframe of 255 credits attempted or it becomes mathematically impossible to complete the program within 255 credits attempted. All periods for which the student is enrolled are considered, regardless of whether or not the student has received financial aid.

# Monitoring of Satisfactory Academic Progress

An evaluation of FASAP occurs annually during Basic Sciences and at the end of each semester during the Basic Sciences Integration Course (BSIC) intersession and Clinical Sciences.

Any student who does not meet FASAP requirements will be notified by the Financial Aid Office via AUA e-mail. If students are notified of ineligibility for financial aid due to FASAP, students may consult financial aid and academic counselors for assistance.

Basic Sciences students who fail to maintain FASAP will have their eligibility for financial aid suspended.

BSIC and Clinical Sciences students who fail to maintain FASAP for the first time will be placed on a FASAP Warning and may continue to receive financial aid for one semester, but will be expected to meet the standards to maintain FASAP by the conclusion of the warning semester. Students who fail to meet the standards will have their eligibility for financial aid suspended.

Students can regain eligibility (see following section for details).

# Regaining Financial Aid Eligibility

A student will not be eligible to receive Federal Title IV aid until they have re-established compliance with Financial Aid Satisfactory Academic Progress. Maximum time frame students will not be able to reestablish eligibility. A student may re-establish eligibility in the following ways:

## Regaining Financial Aid Eligibility with a Grade Change

If student has lost financial aid eligibility due to an insufficient GPA or Pace of Progression, eligibility can be reinstated with a grade change, if the grade change allows the student to complete sufficient credits and/or improve GPA to meet the requirements. Students must notify the Financial Aid Office in writing once the grade has been changed and requirements have been met.

## Regaining Financial Aid Eligibility with a FASAP Appeal

If student needs additional time to complete the degree, student must meet with an academic advisor to discuss academic progression. The student will also be required to complete a FASAP Appeal Form and update the expected graduation date with the Office of the Registrar. The Office of Financial Aid may increase the Maximum Time Frame for students who have an approved appeal (see FASAP appeals section of this policy document).

If student is not meeting GPA or Pace requirements, student may appeal to have financial aid eligibility reinstated on a probationary basis. The following conditions can be considered in an appeal: injury or illness, death of a relative, or other extenuating circumstances.

## Regaining Financial Aid Eligibility without a SAP Appeal

If student loses eligibility it may be regained by successfully completing courses to meet the stated requirements. Such courses must be funded without benefit of Title IV aid and under no circumstances will aid be paid retroactively for those courses once eligibility has been re-established. Upon completion of these courses, a student should contact the Aid Office for re-evaluation of eligibility.

# Financial Aid Satisfactory Academic Progress (FASAP) Appeals

## FASAP Appeals

If required, student can meet with an academic advisor to complete a Financial Aid Satisfactory Academic Progress Appeal form. Submit it with complete supporting documentation to the Office of Financial Aid. The FASAP Appeal must contain the following information/explanation: (a) What caused student work at AUA to fall below acceptable standards? Provide a specific explanation. (b) How have those conflicts been resolved? (c) How will student maintain good academic standards and progress toward the degree if the appeal is granted? A specific timeline for meeting the plan to improve such that the student is able to meet FASAP standards should be included.

Along with the appeal, student must submit an academic plan reviewed and approved by an academic advisor.

### When to Submit an FASAP Appeal

Student may wait until notification by the Office of Financial Aid that student is ineligible for financial aid due to an FASAP deficiency. FASAP Appeals for Maximum Time-Frame Allowance may be submitted at any time, but student should first ensure that the Office of the Registrar has updated the expected graduation term. FASAP Appeals must be submitted before the end of the period/semester for which the aid is sought. Financial aid cannot be reinstated retroactively for a past period/semester.

### Academic Disqualification and Activity Restrictions That Prevent Registration

If student is academically disqualified or otherwise prevented from registering for future period/semester, student may still submit an FASAP Appeal. However, it will not be evaluated until the activity restrictions have been cleared.

### Notification of FASAP Appeal Decisions

Student FASAP appeals will be evaluated by a Financial Aid Appeals Committee and the Financial Aid Office will notify student of the decision via AUA e-mail address.

### The Financial Aid SAP Probation Period and Academic Plan

If student appeal regarding insufficient Pace of Progression and/or GPA is approved, student will be placed on a FASAP academic plan. During this time, student will remain eligible for financial aid on a probationary basis for 6 months, strictly according to the terms of the Academic Plan. Adherence to the conditions of the academic plan will be reviewed at the conclusion of the probationary payment period.

### Submitting FASAP Appeals after Failing FASAP Probation

If student is on FASAP probation as a result of an approved appeal and fail to meet the terms of the accepted FASAP academic plan, student will be ineligible for future financial aid. Student may submit a subsequent FASAP Appeal, with completely different extenuating circumstances. However, these appeals are granted on an exception basis. Student will be required to document specifically the exceptional circumstances that caused student to fail the FASAP academic plan and how those problems have been resolved.

### Financial Aid Application and SAP Appeal Deadlines

If student is appealing FASAP status, student must meet all financial aid application deadlines and other eligibility requirements. An SAP Appeal must be submitted before the end of the period for which the aid is sought. Financial aid cannot be reinstated retroactively for a past period.