



# Maintaining Your Financial Aid: Satisfactory Academic Progress FAQ

## What is Satisfactory Academic Progress?

Satisfactory Academic Progress (SAP) are the standards every student must maintain to remain eligible for financial aid.

### NGTC's SAP standards are:

1. **Minimum 2.0 GPA; AND**
2. **Maintaining a cumulative completion percentage of at least 67%. *This percentage is calculated by dividing the number of credit hours successfully completed by the number of credit hours attempted; AND***
3. **Completion of your program within 150% of the credit hour program length. *Program hours are listed in the North Georgia Tech Course Catalog/ Student Handbook (including all cumulative hours).***

## What happens if I am not meeting one or more of the SAP requirements?

If you do not maintain one or more of the SAP standards, you remain eligible for federal and state aid for **ONE** semester under 'Academic Warning or Financial Aid Warning'. After this warning semester, if you are still not meeting one or more SAP standards, your new status is 'Academic Probation or Financial Aid Probation'. You will lose **ALL** financial aid eligibility.

**Academic Probation and/or Financial Aid Probation does not expire over the passage of time.**

## If my status is Financial Aid Probation, what aid is affected?

In 'Probation' status, you are not eligible to receive any federal and state aid. This includes - HOPE Grant/Scholarship, Zell Miller Grant/Scholarship, HOPE Career Grant, Federal Pell Grant, Federal Work Study, and Federal Supplemental Educational Opportunity Grant (FSEOG).

## How can I earn my Financial Aid back?

You must pay out of pocket for your college costs until you pass enough credit hours to meet all three SAP standards. For more information on this, please contact your Financial Aid Advisor.

If you believe you had an extenuating circumstance that contributed towards your Academic Probation and/or Financial Aid Suspension, you can submit an appeal to the SAP Appeals Committee. For more information on SAP appeals, please contact your Financial Aid Advisor.

## Where can I view my current SAP status?

- Log in to your Student BannerWeb account
- Click on 'Student Services'
- Click 'Financial Aid'
- Click 'Aid Eligibility'
- Click 'Academic Progress' tab to see SAP for all semesters

## Where can I view my attempted hours, passed hours, and cumulative GPA?

- Log in to your Student BannerWeb account
- Click on 'Student Services'
- Click on 'Student Records'
- Click 'Unofficial Transcript' and 'Submit'
- Click 'Transcript Total' link

## Helpful SAP tips:

- Always check with your Financial Aid Advisor to see how withdrawing from a class might affect you.
- **ALL** withdrawals count towards your attempted hours and can negatively affect your completion ratio.
- If you totally withdraw from all coursework, you may be required to repay a portion of your Pell Grant award.
- Learning support classes are calculated in your completion ratio.
- Withdrawals and Learning Support do not count towards your GPA unless you receive a Withdrawal-Fail (WF).
- Transfer credits and Repeated courses are counted as attempted hours.

# How to Calculate the 67% Completion Percentage Rate

- Login to your Student BannerWeb account using the instructions above to view all of your Earned and Attempted credit hours.
  - a) Earned credit hours are defined as, “completion of a course by the end of the enrollment semester in which a grade of A, B, C, or D is received”.
  - b) Attempted credit hours are defined as, “enrolled hours on or after the drop/add period in which a student receives an F, IP, W, or WF”.
- Divide your Earned credit hours by your Attempted credit hours.
  - a) If the percentage is 67% or greater, then you have met the 67% Completion Percentage rate for financial aid.  
Example:  $24 \text{ Earned credit hours} \div 27 \text{ Attempted credit hours} = 0.888$  or 88%  
(Note: Do not round numbers up or down.)
  - b) If the percentage is less than 67%, then you have not met the 67% Completion Percentage Rate required for financial aid and will be placed on Financial Aid Warning or Financial Aid Probation.  
Example:  $18 \text{ Earned credit hours} \div 27 \text{ Attempted credit hours} = 0.666$  or 66%  
(Note: Do not round numbers up or down.)

The official calculation of a student’s completion percentage rate is determined at the end of every semester after grades are rolled. If a student has failed to meet NGTC’s Satisfactory Academic Progress requirements, an official notification will be sent by email and a letter at the end of the semester. To view all of NGTC’s Satisfactory Academic Progress requirements, please visit our college catalog at <https://northgatech.edu/about-the-college/college-catalog>.