

## **Marshall University Financial Aid Satisfactory Academic Progress Policy Doctor of Medicine Degree Students**

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Satisfactory Academic Progress (SAP) is the term used to define successful completion of degree requirements to maintain eligibility for federal and state financial aid. As required by regulations, Marshall University must determine whether a student is meeting SAP requirements. SAP evaluation for School of Medicine (SOM) students occurs at the conclusion of the spring semester each year.

The student's entire academic history must be considered when determining SAP status irrespective of whether the student received financial aid. This includes transfer credits that reflect on the student's academic transcript as a course that may apply to a Marshall University Doctor of Medicine Degree.

### **Requirements of the SAP Policy:**

The following components are measured to determine whether the student is meeting SAP standards: Qualitative, Quantitative and Maximum Timeframe.

#### Qualitative Measure (Academic Achievement)

The qualitative component of satisfactory academic progress measures the quality of a student's academic work (academic achievement). Successful completion of a course for all students, for purpose of SAP calculations, means a student must earn a grade of Honors, Pass, or Remediation Pass. All other grades, including Fail, Incomplete, or Withdrawal will not be counted as successful completion. Students must successfully complete all courses with the grade of Honors, Pass, or Remediation Pass to meet satisfactory academic progress. If a student earns a Fail in a course, they are given the opportunity to remediate to earn a passing grade of Remediation Pass and will meet satisfactory academic progress. If a student does not earn a passing grade during remediation, the student will not meet satisfactory academic progress. Credits accepted from other schools that may be applied to a Marshall University Doctor of Medicine Degree are counted in the qualitative calculation.

Specific external and institutional scholarships, assistantships, and grants may require a different minimum GPA for continued eligibility. This consideration is a separate and distinct factor in renewing or continuing eligibility for these specific financial aid funds. Information about the terms and conditions of specific student aid programs that have GPA requirement and credit completion requirements is provided to the student at the time the award is offered. This information may be reviewed by logging into myMU and accessing financial aid records within MILO.

#### Quantitative Measure (Calculating Pace or Completion Ratio)

The quantitative component corresponds to the pace at which the student must progress through the program of study. This evaluation is to ensure completion within the maximum timeframe (see below) permitted and provides for the measurement of the student's progress at the end of each evaluation. Pace or completion ratio is calculated by determining the cumulative number of credit hours the student has successfully completed divided by the number of cumulative credit hours the student has attempted. Credits accepted from other schools that may be applied to a Marshall University degree are counted in the

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calculation as both attempted and completed hours. To meet the quantitative requirement, the student's completion ratio must meet the following requirements:

<b>Attempted Credits</b>	<b>Completion Ratio</b>
1 – 83	50%
84+	67%

### Maximum Time Frame Measure

The evaluation of maximum time frame commences the first semester or term of enrollment the student begins the SOM program and is counted going forward whether the student enrolls in all subsequent semesters or terms. To meet the maximum timeframe requirement, SOM students must complete their program within six years.

In addition to the three measures referenced above to determine a student's SAP, a student who is considered by the Joan C. Edwards School of Medicine to not have good academic standing is considered ineligible for financial aid.

### Effects of Repeated Courses

If the student repeats a course, those credits are counted when measuring the quantitative and maximum time frame components.

### Effects of Withdrawal, Incomplete, and In-Progress Grades

If the student withdraws from a course after the first week of classes during any given semester (i.e., student receives a grade of W for the course), the course credits are included in the count of attempted credit hours. Thus, withdrawn courses are calculated in the quantitative and maximum time frame measures.

Credits for an incomplete course (i.e., student receives a grade of I for the course) are always counted as credits attempted for quantitative and maximum timeframe measures. Credits for courses in progress (i.e., student receives a grade of PR for the course) are not counted as attempted credits for the quantitative measure but are counted in the maximum timeframe measure.

### **SAP Definitions:**

#### Financial Aid Probation

Financial Aid Probation status is assigned to a student who fails to make SAP and who has successfully appealed. A student who is placed on Financial Aid Probation may receive financial aid for one subsequent payment period. A student on Financial Aid Probation may be required to meet certain terms and conditions

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while on Financial Aid Probation. A student assigned a Financial Aid Probation status will be placed on a Financial Aid Academic Plan. At the conclusion of the Financial Aid Academic Probation payment period, the student must either meet the SAP standards or fulfill the requirements specified in the Financial Aid Academic Plan.

### **SAP Appeal Procedures:**

If a student fails one or more of the two measures (quantitative and maximum time frame) or is placed on Academic Probation or Academic Suspension, the student is not eligible for federal and state financial aid, which includes grants, scholarships, work-study and loans. However, students failing SAP standards who have had mitigating circumstances (i.e., death in the family, illness, involuntary military leave) may request reinstatement of their financial aid eligibility by completing the SAP Appeal for Financial Aid Reinstatement Form and submitting it to the Financial Aid SAP Appeals Committee, c/o Office of Student Affairs, Marshall University Joan C. Edwards School of Medicine. The SAP Appeal for Financial Aid Reinstatement Form is available at [www.marshall.edu/fasap](http://www.marshall.edu/fasap)

The appeal, which must be typed, includes the following student requirements:

1. A completed Free Application for Federal Student Aid ([www.fafsa.gov](http://www.fafsa.gov)) on file by the deadline dates specified below.
2. Not be in Federal Student Loan Default or owe a Title IV (Federal) Student Aid Overpayment.
3. Detailed explanation for failure to meet SAP standards for each payment period the student failed to perform satisfactorily.
4. Documentation to support the reason for failure.
5. Detailed explanation of what has changed that will now allow the student to comply with SAP standards, a statement of academic objectives, and corrective action plan.

### **SAP Appeal Deadlines:**

<b>Semester/Term</b>	<b>Date</b>
Fall Semester	First day of published start date of classes
Spring Semester	First day of published start date of classes

### **SAP Appeals Committee and Decision:**

The SAP Appeals Committee is comprised of representatives from the SOM Office of Student Financial Assistance, Student Affairs, and Academic Affairs. Students will be sent official notification of the appeals committee decision. The decision of the SAP Appeals Committee is final.

If the appeal is approved, the student is placed on Financial Aid Probation and the student's financial aid eligibility is reinstated for one subsequent payment period. During the Financial Aid Probation period, the student may be required to fulfill certain conditions for financial aid reinstatement. In addition, all students placed on Financial Aid Probation will be provided a Financial Aid Academic Plan.

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At the conclusion of the payment period, if the student meets the standards of SAP, the Financial Aid Probation status will be removed. If not, the student's academic performance for the term will be evaluated against the student's Financial Aid Academic Plan. If the student meets the requirements of the Financial Aid Academic Plan, the student will be assigned Financial Aid Probation for a subsequent payment period.

If the student fails to meet SAP standards or the requirements set forth in the Financial Aid Academic Plan, the student will be deemed ineligible for financial aid. The student may appeal again for a future payment period within the published deadlines.