To be eligible for federal, state, and some types of institutional financial aid, you must meet Satisfactory Academic Progress (SAP) standards. The Financial Aid and Scholarships (FAS) office has established guidelines (based on federal regulations) for evaluating your progress, taking into consideration your cumulative KU GPA, the cumulative number of hours you have attempted and completed at KU, as well as hours that have successfully transferred from any other postsecondary institution. The financial aid SAP standards are not identical to the academic standards of the university or of any department or professional school. Permission to enroll is not synonymous with financial aid Satisfactory Academic Progress.

Freshmen are considered to be meeting SAP standards when they have been admitted into a degree program. Undergraduate students may continue to receive financial aid while meeting the minimum standards for Satisfactory Academic Progress (see below). Non-degree seeking students are generally ineligible for federal financial aid. If you are a student in the School of Pharmacy PharmD program, please review the SAP information page for pharmacy students, available at www.affordability.ku.edu/forms/. Students in the professional Master of Architecture program must meet the standards listed below.

**MINIMUM SAP STANDARDS FOR UNDERGRADUATE STUDENTS**

You must successfully complete a minimum of 70% of your cumulative attempted hours AND maintain a minimum cumulative 2.0 KU GPA. Your academic progress is evaluated each semester. Courses you are enrolled in on or after the first day of classes are reviewed. Courses marked “F,” “incomplete,” “no credit,” “dropped,” “withdrawn,” “no grade,” or “waiting on grade” are considered courses attempted, although not successfully completed. Courses successfully transferred from any other postsecondary institution are calculated as completed courses. Repeated coursework will affect academic progress as indicated in the University of Kansas Undergraduate/Graduate Catalog. Courses automatically forgiven or retroactively withdrawn will continue to be evaluated as courses attempted, although not successfully completed.

**EXAMPLE SAP SCENARIOS:**

1. You have attempted 114 hours at KU. Out of the 114 hours attempted, you have successfully completed a total of 87 hours (76% of the coursework attempted). You also have a 2.5 KU GPA. You are meeting the minimum SAP standards.

2. You have attempted 84 hours at KU. Out of the 84 hours attempted, you have successfully completed a total of 70 hours (89% of the coursework attempted) and have a 1.8 KU GPA. You are NOT meeting the minimum SAP standards because you have not maintained a 2.0 KU GPA.

3. You have attempted 51 hours at KU. Out of the 51 hours attempted, you have successfully completed a total of 33 hours (64% of the coursework attempted). You have been granted academic forgiveness for 15 hours, increasing your GPA from a 1.88 to a 2.66. You are NOT meeting the minimum SAP standards because you have not successfully completed 70% of your attempted hours.

**Note:** The completion rate requirement was changed from 75% to 70% effective for the end of spring 2013 review. If you are ineligible for financial aid based on your SAP status, that ineligibility takes precedence over any previous award notification you may have received. If you do not meet the minimum standards after your first semester, you will be placed on Financial Aid Warning status. You may continue to receive financial aid for that semester. If you are not meeting the minimum SAP standards by the end of the next term in which you enroll, you will be ineligible for financial aid (including grants, student loans, and/or Federal Work-Study) in subsequent semesters. You may have the opportunity to appeal for financial aid eligibility.
MAXIMUM HOURS ALLOWED FOR UNDERGRADUATE AND PROFESSIONAL DEGREES

You must complete your degree within the maximum attempted hours limit for your degree program. The maximum hour limit includes hours attempted at KU and/or hours that have successfully transferred from any other postsecondary institution, regardless of whether you received financial aid for any/all of those hours.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Maximum Attempted Hours Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-year degree</td>
<td>180</td>
</tr>
<tr>
<td>Subsequent undergraduate degree</td>
<td>240</td>
</tr>
<tr>
<td>M. Architecture (prof)</td>
<td>270*</td>
</tr>
</tbody>
</table>

*The M. Architecture maximum attempted hour limit includes undergraduate and graduate hours.

FINANCIAL AID SAP APPEAL PROCESS

Students who are ineligible for financial aid because they are not meeting the minimum SAP standards but feel they have experienced unique, extenuating circumstances, may appeal for financial aid eligibility as outlined below:

**STEP 1** Schedule an appointment with a Financial Aid Counselor to discuss your situation. If there are extenuating circumstances that have caused you to become ineligible for aid, you may be eligible to appeal. If you are eligible to appeal, the Financial Aid Counselor will provide you with the appeal form and instructions on how to complete the appeal process.

**STEP 2** Complete and submit the appeal form, with required supporting documents, by the deadline indicated on the appeal form to the Financial Aid and Scholarships (FAS) office. Your written narrative must be typed and complete – this is an opportunity for you to include any letters of support from professors, physicians, etc.

**STEP 3** You can anticipate a decision from the Financial Aid Appeals Committee within four weeks, depending on the volume of appeals submitted. Following the review of your appeal, you will be contacted via email. If your appeal is approved, you will be instructed to meet with a Financial Aid Counselor to review and sign your appeal decision letter. If your appeal is denied, the email will include criteria you must meet to be eligible to submit a subsequent appeal. Committee decisions are final and are not subject to further review.

FREQUENTLY ASKED QUESTIONS

WHAT IF I HAVE NEVER RECEIVED FINANCIAL AID OR IF I HAVE ONLY RECEIVED AID FOR A FEW SEMESTERS?

All attempted hours, regardless of whether you received financial aid, must be included in the review of your Satisfactory Academic Progress. Successfully transferred hours from other institutions are included in your cumulative hours attempted.

WHAT DOES THE FINANCIAL AID APPEALS COMMITTEE CONSIDER WHEN REVIEWING AN APPEAL?

The committee reviews each appeal individually, on a case-by-case basis. Written documentation of illness, accident, injury, death of a close family member, or other extenuating circumstances throughout your academic career for which you could not plan, influence, or prevent will be considered carefully. You should include this and other relevant information in your narrative, along with documentation from appropriate third parties (such as a physician, therapist, copies of police reports, etc.).

WHAT HAPPENS IF MY APPEAL IS APPROVED?

The committee will send you an email with instructions to meet with a Financial Aid Counselor to review and sign your appeal decision letter. The appeal decision letter details the criteria you must meet each semester. You will continue to be eligible for financial aid while you are meeting these criteria within the timeframe allowed for you to complete your degree. If you fail to meet the criteria, you will lose your eligibility. Your appeal decision letter details your eligibility for a subsequent appeal, including whether or not you are eligible to re-appeal.

IF MY APPEAL IS DENIED, ARE THERE ANY OTHER SOURCES OF FUNDING?

There may be additional funding opportunities for you through the KU Endowment Association Loan Program and/or private/alternative loan programs if you meet the minimum criteria for these funds. You may discuss these options with a Financial Aid Counselor or review the Private/Alternative Loan information sheet at affordability.ku.edu/forms.