

## **Satisfactory Academic Progress Policy for Graduate Financial Aid Applicants**

In order to remain eligible for assistance, financial aid applicants must meet standards of academic progress established in accordance with federal regulations. The Satisfactory Academic Progress (SAP) of aid applicants and recipients will be evaluated by the Office of Financial Assistance at the end of each semester. This evaluation will generally occur in January, May and/or August after semester grades are posted as a part of our determination of continued financial aid eligibility for future semesters.

### **Eligibility for Bentley Need-Based Aid and all Federal Financial Aid (including Federal Direct Graduate PLUS Loans)**

Students must have at least a 2.70 cumulative grade point average (GPA) at the end of each semester to receive Bentley need-based grant funds and/or federal financial aid for the next semester of attendance.

In addition to a 2.70 minimum cumulative GPA, applicants for Bentley funds and federal aid must demonstrate progress by successfully completing (finishing with a passing grade) at least 67 percent of all attempted courses. An attempted course is one in which the student is enrolled after the second week of classes. Transfer credits accepted toward completion of a student's program are also counted as both credits attempted and completed. Failure, withdrawal after the second week, or an incomplete (I) in a class constitutes an attempted course that is not successfully completed. Although aid is generally not available for repeat course work, repeated courses will be counted in measuring this standard. In addition, aid applicants may not attempt more than 150 percent of the number of credits required for their degree. For instance, if your degree requires 30 credit hours, you may not attempt more than 45 credit hours to achieve this degree.

Students who fail to meet these SAP standards at the end of a term will be issued a Financial Aid Warning. Students given a warning will remain eligible for assistance for the next semester of attendance but must achieve the minimum 2.70 cumulative grade point average requirement and 67 percent completion rate at the conclusion of that term.

## **Notification of Loss of Eligibility**

After a term on Financial Aid Warning, students who fail to meet the satisfactory academic progress standards described above will lose eligibility for institutional and federal need-based assistance. Students will be notified in writing by the Office of Financial Assistance if they have lost aid eligibility.

## **Financial Aid Appeals and SAP Probation**

### **Appeals**

Students with significant and documented extenuating circumstances may appeal to regain aid eligibility through the Office of Graduate Student & Academic Services. Appeals must be made in writing and are required to include an explanation as to why the student failed to make SAP and what has changed that will allow the student to successfully make SAP at the next evaluation. Appeals are approved or denied at the discretion of the Director of Graduate Student & Academic Services.

### **SAP Probation**

Students whose appeals are approved are placed on SAP Probation and are thereby granted one additional semester of aid. In general, a student will be granted only one semester of SAP Probation during their academic career. Students are expected to meet the standards of academic progress upon completion of the semester for which they were granted probation.