

## Satisfactory Academic Progress Policy

Gonzaga's Student Financial Services office is required to monitor your Satisfactory Academic Progress (SAP). SAP is a policy required by Federal and State financial aid regulations for all students receiving financial aid at Gonzaga. The policy is intended to ensure you are progressing towards completion of a degree. Students at Gonzaga who are receiving federal, state, or institutional aid must be in good academic standing, as defined by this policy, to be eligible for aid. The SAP policy for Washington State programs is included at the end of this document.

Gonzaga's financial aid office evaluates SAP once per academic year, at the end of the fall term. If you do not meet SAP we will notify you at your Zagmail address.

The following policy contains the academic standards adopted by Gonzaga University's student financial services office and supersedes prior policy and is effective beginning with the 2021-2022 academic year.

### SATISFACTORY ACADEMIC PROGRESS IS DEFINED BY THREE MEASURES:

#### 1. Pace:

Students must complete at least 2/3 (67%) of all classes attempted.

The completion rate is calculated with the following equation:

$$\text{Completed Credits} / \text{Attempted Credits} = \text{Completion Rate}$$

#### 2. Grade Point Average:

**Undergraduate Students** must maintain a 2.0 cumulative grade point average (GPA)

**Graduate Students** must maintain a 3.0 GPA or the required grade cumulative point average for graduation in their program of study, as defined in the most current [Graduate Catalogue](#).

**Law Students** must have at least a 2.2 GPA

#### 3. Maximum Length of Eligibility:

You must complete your degree requirements within 150% of the length of your program.

For most undergraduate students, the maximum time frame is 192 (128 x 1.5) attempted credits

Graduate programs vary in length depending on the specific program, refer to the Graduate Catalog for degree requirements

Gonzaga's financial aid office evaluates SAP once per academic year, at the end of the fall term. If you do not meet one or more of the measures your financial aid will be suspended for future terms.

# SATISFACTORY ACADEMIC PROGRESS



## REESTABLISHING ELIGIBILITY:

There are two ways to regain eligibility for federal student aid

1. Improve your academic performance until you meet the minimum SAP standards
2. Submit an appeal (see [Appeal Process](#) below)

## OTHER FACTORS

The factors defined below may affect your SAP progress.

### Attempted Hours:

Attempted hours are the required number of credits, based on enrollment at the beginning of a term, each semester. All attempted courses count in this calculation, including "W" (withdrawal), "V" (faculty-initiated drop), "NS" (not satisfactory), "I" (incomplete), and "F" (failing).

### Grade Changes:

The financial aid office is not notified of all grade changes and does not routinely check for updated grades. Therefore, students should notify the financial aid office in event of a grade change that could impact their SAP standing.

### Repeat Coursework:

You can repeat a course one time and the most recent grade is considered for SAP purposes. If you repeat a course, each repetition counts toward your attempted credits, but you only earn credit the first time you earn a passing grade. Students should refer to the [registrar's policy](#) for more information:

An undergraduate student can repeat any course with another course of the same designation, in an effort to improve the GPA. The original course and grade will remain recorded on the student's transcript but will not be counted into the student's GPA. The cumulative credits and GPA will be adjusted to reflect the last credits and grade earned. Courses for which a student received a grade carry no quality point value, such as W, (X prior to 1996), and AU may be re-taken in subsequent semesters; these grades are not included in the course repeat policy jurisdiction.

(<https://www.gonzaga.edu/~link.aspx?id=E1BA267E9A0341BAB47D311693E949EB&z=z>)

### Study Abroad:

Most courses taken in sponsored study abroad will affect your Gonzaga GPA, as well as credits completed, and credits attempted.

### Transfer Coursework:

Transfer coursework is college-level credits taken at another institution. Transfer coursework does not affect the GPA and are added to both completed hours and attempted hours in the Completion Rate calculation.

# SATISFACTORY ACADEMIC PROGRESS



## APPEAL PROCESS:

If you do not meet one or more of the SAP measures you will be ineligible for financial aid for future terms. You have the option of appealing their status to the Student Financial Services office.

You can submit an appeal using the form found at [Gonzaga.edu/sap](https://Gonzaga.edu/sap). You will be notified the outcome of the appeal via your ZagMail address.

## Outcomes of appeals:

- **Probation:**  
If your appeal is approved, your SAP status will be upgraded to "Probation". You are eligible for financial aid for one term and must meet all SAP requirements at the end of that term to continue receiving financial aid.
- **Denial:**  
Students who chose not to appeal or have their appeal denied have the option of attending at their own expense. At the end of the term, students should submit an appeal that outlines their plan for success for future terms. In most cases, students who attend at their own expense will be eligible to have their aid reinstated after successfully completing the semester (i.e., meeting SAP standards). Students in this situation should contact the Student Financial Services office for more information.

## WASHINGTON STATE PROGRAMS SATISFACTORY ACADEMIC PROGRESS POLICY

Students receiving the Washington State Need Grant, State Work Study, or other state aid are required to complete at least 50% of the courses they attempt. Failure to do so will result in the cancellation of state aid for upcoming terms. Students who have their state aid suspended may appeal the decision using the instructions above.