

# LA SIERRA UNIVERSITY

Office of Student Financial Services

## SATISFACTORY ACADEMIC PROGRESS APPEAL: (RSAPA) 2009-10

### PART 1: STUDENT INFORMATION

\_\_\_\_\_ *Date*

\_\_\_\_\_ *Last Name*

\_\_\_\_\_ *First*

\_\_\_\_\_ *MI*

\_\_\_\_\_ *ID Number*

\_\_\_\_\_ *Daytime/Evening Phone Numbers*

\_\_\_\_\_ *Email Address*

### PART 2: EXPLANATION

Please explain any extenuating circumstances which you believe contributed to your inability to maintain Satisfactory Academic Progress (SAP) as described in the attached La Sierra University Satisfactory Academic Progress Policy:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PART 3: PLAN OF ACTION FOR ACADEMIC IMPROVEMENT (for the next quarter in which you plan to enroll)

After consulting with your Academic Advisor, please explain your specific plan of action to meet La Sierra University's SAP Policy requirements for financial aid eligibility: (i.e. Learning Center, tutor, time management, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PART 4: COURSE PLAN AND GRADES EXPECTED (for the next quarter in which you plan to enroll)

Classes you plan to take:

Expected grade:

_____	_____
_____	_____
_____	_____
_____	_____

### PART 5: ACADEMIC ADVISOR'S RECOMMENDATIONS

### PART 6: SIGNATURES

\_\_\_\_\_ *Student*

\_\_\_\_\_ *Date*

\_\_\_\_\_ *Advisor*

\_\_\_\_\_ *Date*

Contact us if you have any questions when completing this form. Phone: (951) 785-2175 E-mail: SFS@lasierra.edu. Complete and return to: Office of Student Financial Services, La Sierra University, 4500 Riverwalk Parkway, Riverside, CA 92515

### OFFICE USE ONLY

Researched By: \_\_\_\_\_ GPA: \_\_\_\_\_ Quantitative Progress: \_\_\_\_\_

Comments: \_\_\_\_\_

APPROVED

DENIED

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
SFS Committee Initials/Date

## SATISFACTORY ACADEMIC PROGRESS POLICY

The United States Department of Education requires students to progress through their academic program in a timely manner in order to maintain eligibility for Title IV aid. Students receiving LSU financial aid must also meet satisfactory academic progress requirements. LSU's Satisfactory Academic Progress policy for receiving Title IV and LSU financial aid is as follows:

**All students** will have grades and attempted academic units reviewed at the end of each Spring term.

- Undergraduate students whose cumulative or LSU GPA falls below 2.0, and graduate students whose cumulative or LSU GPA falls below 3.0 will be disqualified from receiving Title IV and LSU financial aid. A disqualified undergraduate student may be reinstated when his/her cumulative GPA is 2.0 or higher. A disqualified graduate student may be reinstated when his/her cumulative GPA is 3.0 or higher. Only the most recent grade for a repeated class will be used in calculating the GPA.
- Students who fail to complete at least 67% of units attempted for the year will be disqualified from receiving Title IV and LSU financial aid. Units satisfactorily completed are units whose grade is sufficiently high as to be counted toward a student's degree. Acceptable grades are defined in the LSU Bulletin. Units attempted will be calculated for all grades including the number of corresponding units for grades of W, I, F, S and U. Grades recorded as IP will be counted as units satisfactorily completed. IPW units will be counted as units attempted but not completed.
- La Sierra University policy states that graduate students must complete all requirements for a degree within five years (20 quarters) from the date of admission for a master's program, and within seven years (28 quarters) from the date of admission for the educational specialist or doctoral degree. Students who exceed these time limits will be disqualified for financial aid.
- Under Title IV and La Sierra University regulations undergraduate students may receive financial aid up to 150% of the units necessary to complete their program.
  - To receive financial aid, undergraduate students in a typical (190 unit) bachelor degree program may not exceed 285 attempted units.
  - When transferring to LSU, attempted units from all other institutions where the student attended will be included when determining the total units attempted.
  - The University does not restrict the number of times a student may repeat a class. All the units for repeated classes will count in the total attempted units. Non-credit, continuing education units will not count toward the 150% total. Remedial units and for-credit continuing education units will be counted.
  - LSU allows one change of major when calculating the 150%. When a student changes their major the units from their previous program that qualify for their new program will be calculated in the total.

**Freshman** will be reviewed at the end of each quarter of attendance at LSU.

- If the student's GPA is below 2.0 the student will be disqualified for all Title IV and institutional financial aid until their GPA is 2.0 or higher.
- All freshmen who appeal their disqualification are required to have an in-person interview with an SFS officer as part of the appeal process.

**All students may appeal** their disqualification by completing and submitting an appeal form available at the office of Student Financial Services, or on-line at: [www.lasierra.edu/departments/sfs/pdf-forms/RSAPA.pdf](http://www.lasierra.edu/departments/sfs/pdf-forms/RSAPA.pdf). Appeals will be reviewed on a case-by-case basis, and the student may be required to have an in-person interview before a decision is made. An appeal may be denied, approved for one quarter on a probationary basis, or approved for the remainder of the academic year without conditions.

Disqualified students and students whose appeals are denied will be ineligible for all federal and state aid, and most institutional financial aid. Grant aid for terms in which a student is disqualified may not be recovered. Loans, however, may be awarded retroactively for the same aid year if a previously disqualified student's financial aid is reinstated.