

Satisfactory Academic Progress (SAP) for Financial Aid Recipients Graduate/Professional Students

To receive financial aid¹, a student must be making satisfactory academic progress towards completing your degree. Maintaining Satisfactory Academic Progress (SAP) at the University of Nebraska-Lincoln (UNL) requires:

1. Successful completion² of 67% of UNL attempted credit hours. This SAP policy requirement is known as the Minimum Pace Requirement (Pace) and is calculated as follows:

Completed (earned) UNL credit hours (with grades of A through D or P (Pass) divided by all attempted UNL credit hours (completed credit hours plus credit hours with grades of F, N (No Pass), W (Withdrawal), or I (Incomplete). Example: 16 credit hours earned ÷ 24 credit hours attempted = 67%

2. Complete your degree prior to reaching the maximum credit hour limit of 72 (Master's program) and 140 (Doctoral program which includes credit hours from Master's degree) attempted credit hours from all institutions attended (includes earned transfer credit hours plus the credit hours attempted at UNL). This SAP policy requirement is known as the Maximum Timeframe Requirement. Please note that all students, even those who did not take advantage of financial aid¹ during some or all of their attempted credit hours, are affected by the maximum credit hour limit at any time should they wish to become eligible for financial aid¹.

Satisfactory progress is measured once annually at the end of each spring semester. Students who have not completed at least 67% of their attempted credit hours with satisfactory grades and/or who have attempted more than the maximum timeframe allowed will not receive financial aid. In addition, students who are academically dismissed from the University, are ineligible to receive financial aid. These students must be readmitted to the University and be meeting all SAP policy requirements should they wish to receive financial aid.

Impact of dropping or withdrawing from a course or courses:

Students who drop or withdraw credit hours must still maintain SAP policy requirements. Students who drop or withdraw from credit hours while on a SAP approved appeal (SAP Academic Plan) may lose their financial aid eligibility in subsequent semesters. Please contact the Office of Scholarships and Financial Aid prior to dropping or withdrawing from courses.

Impact of earning an incomplete grade and dissertation hours:

An Incomplete course counts as credit hours attempted but will not count as credit hours completed/earned until a passing grade has been assigned. An incomplete grade like a withdrawal or dropped course can negatively affect a student's Pace and financial aid eligibility. Should students who are on a SAP approved appeal (SAP Academic Plan) earn an incomplete, they may be in jeopardy of losing financial aid eligibility in subsequent semesters. Students on SAP Academic Plans, in this situation, should contact the Office of Scholarships and Financial Aid if they must take an incomplete in a course. Please note that students who are not meeting SAP Pace due to incomplete dissertation hours will need to provide, in addition to the SAP appeal, a letter from their major professor which indicates that the student is making satisfactory progress towards completing the degree.

Impact of repeating a course:

Repeating a course still counts as attempted credit hours (for each time the course is taken) and if credit is earned (repeats as well) then it will also count as completed/earned credit hours in Pace and Maximum Timeframe calculations.

Appeal Process

When students are notified that they do not meet these satisfactory academic progress policies, they have the right to appeal that decision. Appeals must be based on relevant, significant, and documentable extenuating circumstances for which a student could not plan, influence or prevent, such as; a serious injury, an illness requiring hospitalization, or the death of a close relative. The appeal must be submitted in writing to the Office of Scholarships and Financial Aid using the appeal form available from <http://financialaid.unl.edu/forms.shtml>.

Questions concerning this policy or the appeal process should be directed to the Office of Scholarships and Financial Aid. Contact the Office of Scholarships and Financial Aid at financialaid@unl.edu or (402) 472-2030.

¹ Financial Aid Programs include, but are not limited to, all federal grants, loans, and work-study, state grants, and most University of Nebraska need-based grants and scholarships. Check with the Office of Scholarships and Financial Aid if you have questions about specific sources of funding.

² Satisfactory grades are defined as the sum of all UNL credit hours completed with a grade of A through D or Pass (P).