

**SATISFACTORY ACADEMIC PROGRESS POLICY (SAP)
2018-2019**



MERIDIAN TECHNOLOGY CENTER
1312 South Sangre Road Stillwater, Oklahoma 74074-1899 Tel: 405 377-3333 Fax: 405 377-9604

To continue to receive financial aid, a recipient is required to maintain satisfactory academic progress. To remain eligible for financial aid at Meridian Technology Center, students are expected to progress toward satisfactory completion of a course of study as stated below:

- Maintain a cumulative grade of “C” ; or 70% (2.0) grade point average or greater (Qualitative Requirement)
- Maintain 90% attendance during each disbursement period
- Complete an acceptable percentage of the program’s scheduled objectives (Quantitative Requirement)

It is important to note that ALL STANDARDS must be met to be considered “making satisfactory progress” and to continue to receive Title IV Assistance.

Satisfactory progress, for financial aid purposes, will be assessed at the end of each payment period to determine eligibility for the next payment period. In the event a student does not maintain satisfactory progress for any disbursement period they could have their subsequent financial aid suspended. Students on Financial Aid suspension are ineligible to receive financial assistance.

•For example, if the average cumulative grade is not at least a “C” or above, the student must bring the average cumulative grade up to at least a “C” or above within the designated pay period to continue to receive financial assistance for the next payment period.

FINANCIAL AID WARNING

If it is determined that the student is not meeting SAP, the student is placed under Financial Aid Warning and informed by letter or e-mail. Warning status lasts for **ONE Payment Period only**. The student will be eligible for the Pell disbursement, but this will happen only once, there cannot be two consecutive “Financial Aid Warning” periods.

FINANCIAL AID SUSPENSION

If after the Financial Aid Warning, the student fails to make satisfactory academic progress they will have their subsequent financial aid suspended. The student has the right to the appeal process if they have not met SAP.

REGAINING ELIGIBILITY AFTER SUSPENSION

A student on Financial Aid Suspension may re-establish eligibility by completing a disbursement period with satisfactory progress without receiving financial aid. A student on suspension who successfully completes a disbursement period with satisfactory progress will be eligible to receive any disbursements for subsequent periods. Occasionally, unusual circumstances may prevent a student from maintaining satisfactory progress. Students at Meridian Technology Center may file an appeal of their financial aid suspension if they believe there are extenuating circumstances. Additional information on the appeal process is available in the Financial Aid Office. Students who file successful appeals will be eligible to receive financial aid for the next disbursement period.

FINANCIAL AID APPEAL AND PROBATION

Students who fail to make satisfactory academic progress after the warning period lose their aid eligibility unless they successfully appeal and are placed on probation. All students who receive notification that aid has been suspended

will receive written procedures to follow to appeal the decision of the Financial Aid Office. Request for an appeal must be submitted to the Financial Aid Office within 10 working days of being notified of the suspension of aid.

The appeal is sent to a 5 member committee and if the appeal committee determines that the student will be able to meet the SAP by the end of the next payment period based on the changes the student has made, the student wins appeal and the student will be placed on Financial Aid Probation for the next payment period. The student will continue to receive financial aid. If a request for appeal is not made by the student, Financial Aid is canceled.

RETURN OF TITLE IV FUNDS

PLEASE READ, VERY IMPORTANT: RETURN OF TITLE IV FUNDS

If you receive Federal Title IV financial aid, a PELL Grant, and then withdraw from classes, you **MAY OWE** money to the **FEDERAL GOVERNMENT**. Depending on your withdrawal date, which will be determined as the “last date of attendance at an academically related activity”, the financial aid office will calculate the amount of the grant money you have “EARNED.” This calculation includes dividing the total hours in the payment period by the total hours scheduled to be completed as of your last date of attendance at an academically related activity.

NOTE: IF YOU’RE WITHDRAWAL DATE OCCURS AFTER COMPLETION OF 60% OF THE CLOCK HOURS SCHEDULED TO BE COMPLETED FOR THE PAYMENT PERIOD, YOU WILL NOT OWE A REPAYMENT TO THE FEDERAL GOVERNMENT.

Example 1: A student receives a PELL Grant in the amount of \$2025.00 for a payment period that is 525 clock hours in length. As of the student’s withdrawal date, the hours scheduled to be completed for the payment period is 350 of the 525 hours which is 67%. In this case, the student does not owe any money back because they have met the 60% completion mark.

Example 2: A student receives a PELL Grant in the amount of \$2025.00 for a payment period that is 525 clock hours in length. As of the student’s withdrawal date, the hours scheduled to be completed for the payment period is 105 of the 525 hours which is 20%. In this case, the student would owe money back due to not completing 60% of their scheduled clock hours for that payment period.

However, it will be your responsibility to make arrangements to repay any funds. You will be notified by mail of the appropriate steps to take. If you do not, you will not be able to receive any more financial aid until you have made satisfactory arrangements to repay the “unearned” portion of aid received.

Prior to withdrawing, we suggest you contact a career counselor to discuss your academic or personal reasons for leaving and come to a resolution for you to be able to stay. We suggest contacting the financial aid office to see what your options are and how much, if any, you will owe the federal government and/or Meridian Technology Center. Also, talk to your instructor (s) see what advice and help they can offer. If you must withdraw from classes, please follow the procedures to officially withdraw. A career counselor can assist you with this process. The financial aid office at Meridian will be notified of your withdrawal and the Return to Title IV Funds calculation will be completed. We will determine how much you will owe and the repayment options, and will notify you of such. **If you leave without taking care of this business and it is determined you owe money, the financial aid office will have to put a FEDERAL HOLD on your student aid eligibility if proper arrangements are not made.** If you withdraw before Title IV Funds are disbursed to you, a Post-Withdrawal calculation will be completed to determine how much, if any, you are entitled to receive. The regulations permit Meridian to credit your account for all outstanding tuition charges. In addition, your signature below gives Meridian permission to credit your account for all outstanding fees and/or book charges.