The U.S. Department of Education requires that the satisfactory academic progress standard include both a qualitative and quantitative measure consistently applied to all students.

- Satisfactory academic progress (SAP) will be evaluated at the end of each semester/term.
- Every time you enroll in a course, it is used to determine satisfactory academic progress. This includes repeated courses, developmental or remedial courses and courses for which you did not receive financial assistance.
- In order to maintain financial aid satisfactory academic progress, a student must meet the following standards:

1. **Grade Point Average (GPA) Standard**
   You must meet the grade point average standard as defined in the KCC Code of Campus Affairs and Regulations, Section 6. Financial aid calculates GPA using all attempted courses, including repeated courses, remedial/developmental courses and courses for which you did not receive financial assistance.

2. **Completion Rate Standard**
   You must complete at least 67% of the credit hours you attempted cumulatively at KCC. Credit hours for which you remain enrolled through the last day to receive a refund are considered “attempted credit hours.” Your completion rate is calculated by dividing the number of credit hours for the classes you pass by the number of attempted credit hours. Grades of W, WX, FX or F are considered attempted but not completed and will adversely affect completion rate. Credit hours you were awarded which were transferred from another institution count toward the attempted and completed hours.

3. **Maximum Time Frame Standard**
   You must complete your program of study within 150% of the minimum number of credit hours required to complete the program. For example, the Registered Nursing program requires 63 credit hours for completion. The maximum time frame for a student pursuing this program is 94.5 attempted hours. Credit hours for which you have been awarded credit transferred from another institution count toward the attempted hours.

**Financial Aid SAP Status: Good, Warning and Suspension**

If you do not maintain financial aid satisfactory academic progress at the end of your first semester or any semester immediately following a semester of “good” standing, you will be placed on financial aid SAP “warning” for the next semester. During the warning semester, you are financial aid eligible.

Exception: There is no “warning” period if you fail the maximum time frame standard; you are automatically placed into “suspension.”

If, after one semester on “warning,” you do not move to “good” standing, you will be placed on financial aid SAP “suspension.” Unless you successfully appeal (see below) this determination, you will be ineligible for financial aid until re-establishing “good” status.

If you are “suspended,” you are not eligible to receive any Title IV (Pell, SEOG, Federal Work Study, Stafford or PLUS loans) or State of Illinois MAP Grant assistance.

**Financial Aid SAP Appeals**
After being placed on “suspension,” you may request an appeal form at the Office of Financial Aid. If the appeal is granted, you are placed on financial aid SAP probation. If you are granted an appeal to extend the program time frame, you must request a review of your appeal after each semester/term until you complete the program. If you are granted appeals relative to the 67% completion rate or GPA standard, you may have to request a review of your appeal after each successful semester/term until you meet or exceed the 67% completion rate standard and/or GPA. Approval of appeals should not be assumed.