

SATISFACTORY ACADEMIC PROGRESS (SAP) – GRADUATE/PROFESSIONAL/LAW STUDENTS

To be eligible for student financial aid, you must meet Satisfactory Academic Progress (SAP) standards. The Office of Student Financial Aid (OSFA) has established guidelines (based on federal regulations) for evaluating your progress, taking into consideration your cumulative KU GPA and the maximum amount of time you are allowed to complete your degree.

Graduate/Professional/Law students are considered to be meeting SAP standards on their first day of enrollment in a degree-seeking program. Students may continue to receive financial aid while meeting the minimum standards for Satisfactory Academic Progress (see below). Non-degree seeking students are generally ineligible for federal financial aid. Pharmacy students should review the SAP information sheet for pharmacy students, available at www.financialaid.ku.edu/pdf/SAPpharmacy.pdf.

MINIMUM SAP STANDARDS FOR GRADUATE/PROFESSIONAL/LAW STUDENTS

The minimum SAP standards for **Graduate/Professional** students are as follows:

- Maintain a minimum 3.0 cumulative KU GPA
- Complete your Master's degree within 7 years of your first day of enrollment
- Complete your Doctoral degree within 8 years of your first day of enrollment
- Complete your combined Master's/Doctoral program within 10 years of your first day of enrollment

The minimum SAP standards for **Law** students are as follows:

- Maintain a minimum 2.0 cumulative KU GPA
- Complete your Law degree within 5 years of your first day of enrollment

Your academic progress is reviewed once a year (defined as summer, fall, and spring semesters). See example scenarios below:

1. You are a graduate student and it has been five years since your first day of enrollment. You have a 3.1 KU GPA. You are meeting the minimum Satisfactory Academic Progress standards.
2. You are a student in the School of Law and it has been four years since your first day of enrollment. You have a 1.8 KU GPA. You are NOT meeting the minimum Satisfactory Academic Progress standards because you have not maintained a 2.0 KU GPA.
3. You are a graduate student working on a Master's Degree and it has been eight years since your first day of enrollment. You have a 3.5 KU GPA. You are NOT meeting the minimum Satisfactory Academic Progress standards because you have surpassed the time allotted to complete your degree.

Note: If you are denied financial aid based on your SAP status, that denial takes precedence over any previous award notification you may have received. If you do not meet the minimum standards at the end of an academic year because of GPA, you will be placed on initial financial aid probation for the next year. You may continue to receive financial aid for that probationary year. If you are placed on initial financial aid probation, you will be notified by the OSFA and will have one academic year to meet the minimum SAP standards. If you are not meeting the minimum SAP standards by the end of your initial probationary year, you will be ineligible for financial aid (including grants, federal loans, and/or Federal Work-Study) in subsequent semesters.

FINANCIAL AID SAP APPEAL PROCESS

If you become ineligible for financial aid because you are not meeting the minimum Satisfactory Academic Progress standards, but feel that you have experienced unique, extenuating circumstances, you may follow the appeal process outlined below:

- STEP 1** Schedule an appointment with a Financial Aid Counselor to discuss your situation. If there are extenuating circumstances that have caused you to become ineligible for aid, you may be eligible to appeal. If you are eligible to appeal, the Financial Aid Counselor will provide you with the appeal form and instructions on how to complete the appeal process.
- STEP 2** Complete and submit the appeal form, with required supporting documents, by the deadline indicated on the appeal form. Your written narrative must be typed and complete – this is an opportunity for you to include any letters of support from professors, physicians, etc.
- STEP 3** You can anticipate a decision from the Financial Aid Appeals Committee within 2-6 weeks, depending on the volume of appeals submitted. Following the review of your appeal, you will be contacted via email. If your appeal is approved, you will be instructed to contact the OSFA to meet with a Financial Aid Counselor to review and sign your appeal decision letter. If your appeal is denied, the email will include criteria you must meet to be eligible to submit a subsequent appeal. Committee decisions are final and are not subject to further review.

FREQUENTLY ASKED QUESTIONS

WHAT IF I HAVE NEVER RECEIVED FINANCIAL AID OR IF I HAVE ONLY RECEIVED AID FOR A FEW SEMESTERS?

Each year, including semesters in which you did not receive financial aid, must be included in the review of your Satisfactory Academic Progress.

WHAT DOES THE FINANCIAL AID APPEALS COMMITTEE CONSIDER WHEN REVIEWING AN APPEAL?

The Financial Aid Appeals Committee reviews each appeal individually. Written documentation of illness, accident, injury, death of a close family member, or other extenuating circumstances that could not be influenced, planned for, or prevented by you will be considered carefully. You should include this information in your narrative, along with documentation from appropriate third parties (such as a physician, therapist, or copy of a death certificate or police report).

WHAT HAPPENS IF MY APPEAL IS APPROVED?

The Financial Aid Appeals Committee will send you an email with instructions to contact the OSFA to meet with a Financial Aid Counselor to review and sign your appeal decision letter. The appeal decision letter details the criteria you must meet each semester. You will continue to be eligible for financial aid while you are meeting these criteria, within the timeframe allowed for you to complete your degree. If you fail to meet the criteria, you must successfully complete a semester on your own before submitting a subsequent appeal.

IF MY APPEAL IS DENIED, ARE THERE ANY OTHER SOURCES OF FUNDING?

There may be additional funding opportunities for you through the KU Endowment Association Loan Program and/or private loan programs if you meet the minimum criteria for those funds. Contact the OSFA for additional information.