

# University of California San Diego - Financial Aid and Scholarships Office

## Graduate Satisfactory Academic Progress (SAP) Standards for Financial Aid Eligibility

### I. GENERAL PROVISIONS

The U.S. Department of Education requires that to receive financial aid under the programs authorized by Title IV of the Higher Education Act, all students must maintain satisfactory progress (SAP) in the course of study the student is pursuing according to the standards and practices of the institution in which the student is enrolled. The Title IV graduate programs administered by the Financial Aid Office of the University are: Federal Direct Unsubsidized and Federal Direct Graduate PLUS loans. These standards are applicable to students submitting the FAFSA (Free Application for Federal Student Aid) or the California Dream Act Application. Students in the aforementioned cohorts may be Title IV or non-Title IV recipients and the policy is applicable to full and part time students.

An annual review of the academic records will be completed prior to the start of the fall quarter. Those students who do not meet the Satisfactory Academic Progress standards are notified via their UCSD student email of their ineligibility to receive financial aid for the following academic year. Programs with a length that is equal to or less than a year, requirements are reviewed after every term. The following Satisfactory Academic Progress standards for UC San Diego financial aid eligibility must be met prior to the start of fall to receive Title IV (Federal Direct Loans) financial aid for the following academic year.

### II. SATISFACTORY ACADEMIC PROGRESS STANDARDS FOR GRADUATE STUDENTS

#### A) Qualitative: Grade Point Average (GPA)

- a. Students must maintain a minimum cumulative UC grade point average of 3.0.
- b. Exception: Students on a Satisfactory/Unsatisfactory grading system satisfy the grade requirement as long as no more than 8 units of 'U' grades are accumulated.
- c. Our SAP procedures include a review of the student's cumulative UC GPA prior to the start of fall quarter which includes UC summer session grades and accepted transfer credits. Although a student's GPA may have met the SAP standards of 3.0 at the end of the academic year, if their cumulative UC GPA falls below the standards at the end of summer session, their financial aid eligibility status for next year will be affected.

#### B) Quantitative: Pace

- a. Students must progress towards their educational degree to ensure completion of the program within the Maximum Time Frame.
- b. For programs over one year in length, Pace is measured annually prior to the start of the following fall quarter and includes UC summer session courses and accepted transfer credit. For programs at or less than a year in length, students are evaluated after the end of each quarter.
- c. A student's pace is calculated by dividing the cumulative number of courses successfully completed (NR, NP, I, F, W, IP, missing/blank grades excluded) by the cumulative number of courses attempted.
- d. To meet the Maximum Time Frame the resulting pace percentage must be equal to or greater than the required pace percentage by grade level:
  - a) First Year Grad 50%
  - b) Second year and beyond 66%
- e. If the student does not meet the pace requirement and their situation is exceptional, they can refer to the Financial Aid and Scholarships Office for a review and appeal.

#### C) Maximum Time Frame

- a. Students must complete their degree within a specific amount of time. The Maximum Time Frame limit varies depending on the number of quarters required to complete the degree and is measured at each quarterly evaluation point. A student becomes ineligible at the evaluation point in which it is determined the degree cannot be completed within the Maximum Time Frame limits established by UC San Diego.
- b. For programs over one year in length, the Maximum Time Frame is measured annually prior to the start of the following fall quarter and includes UC summer session courses and accepted transfer credit. For programs at or less than a year in length, students are evaluated after the end of each quarter.
- c. Graduate programs and PhD programs have Max Time Frame counts of 12 qtrs. and 32 qtrs. respectively.
  - a) Includes summer sessions and is based on individual program requirements.
  - b) Two quarters of approved half-time enrollment will equate to one quarter of full-time enrollment.
- d. Students are notified when they are approaching 150% of the published length of their educational program and must appeal for further financial aid.

Program	PhD/DMA	MFA	MA/MS/ MPIA/MBA	MA/Cred/ (EDS)	M.Ed	M.Eng
Max Qtrs.	32	12	12	12	12	12

UC San Diego SAP Requirements		
Requirement	UNDERGRADUATE*	GRADUATE*
GPA Minimum cumulative UC grade point average.	2.0	3.0
PACE Dividing cumulative number of courses successfully completed (NR, NP, I, F, W, IP or blank/missing grades are not successful completion of a course) by the cumulative number of courses attempted.  Equal to or greater than the required pace percentage by year/grade level.	<ul style="list-style-type: none"> <li>First year: (0-44 units) 30%</li> <li>Second year: (45 – 89 units) 50%</li> <li>Third/Fourth years: (90+ units) 66%</li> <li>Readmitted students: 50% for the year readmitted</li> </ul>	<ul style="list-style-type: none"> <li>First Year Grad: 50%</li> <li>Second year and beyond: 66%</li> </ul>
Maximum Timeframe 150% of the published length of the program.	258 attempted units	Varies based on program
*see Undergraduate and Graduate link for details, exceptions and conditions.		

#### D) Supplemental Information

- Transfer Students:** Transfer credits count towards a student's Pace and Maximum Time Frame. However, only transfer credits from another UC will count towards the GPA standard requirement.
- Withdrawals:** Quarters in which the student withdraws prior to the add deadline are not counted toward the eligibility limits.
- Incomplete:** Incomplete grades are counted as attempted units for Pace and Maximum Time Frame. Courses in which an I, IP, P, NP, S, U or W grade has been awarded will be disregarded in a grade point calculation.
- Readmitted Students:** Students who did not meet SAP requirements (GPA, Pace and/or Maximum Time Frame) as of the time they left, upon their return are not eligible for further aid. However, these students have the option to submit a SAP appeal for reconsideration of aid eligibility.
- Repeated Courses:** For the SAP calculation repeat courses are included in units passed but not GPA. Repeated courses are adjusted in accordance with UC San Diego academic policies. See the transcript addendum repeat codes and what they mean by following this link: <https://blink.ucsd.edu/instructors/academic-info/grades/repeat.html>
  - Students may receive federal aid for repeating a course that they previously failed (with a D or better, including Passing grade- P) one additional time, regardless if a student received federal financial aid for an earlier enrollment of the course.
- Summer classes:** UC San Diego and other UC Summer classes count towards GPA, Pace and Maximum Time Frame. Other non-UC Summer courses that transfer in count towards Pace and Maximum Time Frame.

### III. UC EDUCATION ABROAD PROGRAM

#### A) Overview

- Students who participate in the UC Education Abroad Program are considered to have maintained Satisfactory Academic Progress standards during the period of their study abroad in conjunction with the academic standards for admission into the program.

### IV. SECOND PH. D OR MASTER'S DEGREE, EXTENSION STUDENTS, MASTER OF ADVANCED STUDY (MAS), AND JOINT DOCTORAL PROGRAMS WITH SDSU

#### A) Overview

- The overall 3.0 grade point average standard also applies to second degree students.
- Extension students are not eligible for any funding at UC San Diego.
- Master of Advanced Study and other graduate self-supporting program students are eligible to apply for Federal Direct Loan(s) if enrolled at least half-time.
- Students enrolled in Joint Doctoral Programs with SDSU are not eligible for any funding at UC San Diego.

## V. FINANCIAL AID INELIGIBILITY

### A) Overview

- a. Students who fail to meet the Satisfactory Academic Progress requirements become ineligible for financial aid and have the option to complete the appeal process

### B) GPA

- a. Students who do not meet the 3.0 overall GPA requirements may only raise their GPA by completing courses at UC's summer session (excluding UC Extensions). Verification of course relevancy from the department must be submitted to the Financial Aid and Scholarships Office for students completing summer session courses. The Financial Aid and Scholarships Office verifies the students' summer session courses and updates their SAP standing.

### C) PACE

- a. Students must progress towards their educational degree to ensure completion of the program within the Maximum Time Frame.

### D) MAXIMUM TIME FRAME

- a. Students may not exceed 150% of the published length of their educational program as determined by UC San Diego. Students may regain eligibility based on an approved Maximum Time Frame appeal.

## VI. APPEALS FOR INELIGIBILITY

### A) Overview

- a. Appeals may be submitted if deficiencies are not resolved prior to the start of fall quarter if there are "exceptional" circumstances that affected the student's capacity to meet the SAP standards.
- b. Appeal reasons may include not meeting SAP as the result based on the student's injury or illness, hardships, the death of a relative, or other special circumstances.
- c. The appeal must explain why the student failed to make satisfactory progress and what has changed in their situation that will allow them to make satisfactory progress at the next evaluation.
- d. Students with cumulative UC GPA, Pace, or Maximum Time Frame deficiencies may provide documentation/proof of the "exceptional" circumstances.
- e. Students must meet with the department advisor to develop a written Financial Aid Academic Plan toward meeting graduation requirements.
- f. Students may re-appeal the following quarter after demonstration of progress met if their appeal has been denied.

### B) Outcomes

- a. Students that are approved or denied are notified of the outcome via their UCSD student email.
- b. Students that are denied remain ineligible and may re-appeal the following quarter if they demonstrate academic progress.
- c. Students who require additional documentation are notified via their student portal and their student forms account.
- d. Students that are approved are placed on probation status as outlined in section VIII.
- e. Students are generally limited to only one appeal during their period of attendance at UC San Diego.
- f. Additional appeals will not be available, unless "exceptional" circumstances exist that are "new developments" over and above the previous circumstances addressed in the prior appeal(s).
- g. The Financial Aid and Scholarships Office may grant an additional probationary period(s).

## VII. FINANCIAL AID PROBATION

### A) Overview

- a. Students whose appeals are approved for further financial aid may continue to receive financial aid on a probationary quarter-by-quarter basis period(s) based upon the appeal type and the Financial Aid Academic Plan.
- b. The length of the probation period varies depending upon the Financial Aid Academic Plan completed by both the major department advisor and the college Academic Advisors.
- c. Revised Financial Aid Academic Plans are accepted if approved and updated by both major and department advisor and a revised Academic Plan is submitted to the Financial Aid and Scholarships Office for review by applicable deadlines.
- d. During the financial aid probationary period, students must maintain their defined quarterly requirements that correlates with their Financial Aid Academic Plan.
- e. Students on probation are evaluated after each applicable term's grade posting deadline and prior to the disbursement of aid for the subsequent term.
- f. Students are notified of their Probationary outcome via their UCSD student email.
- g. Failure to meet the requirements for subsequent quarter(s) will result in loss of further financial aid eligibility.
- h. Students who fail to meet their probation requirements are provided the opportunity to appeal again for the subsequent term.

## VIII. REESTABLISHING AID ELIGIBILITY

### A) Overview

- a. If a student fails to meet any of the Satisfactory Academic Progress standards outlined above, eligibility may be regained for the categories below without regard to the appeal process by completing the specified course of action.

### B) GPA

- a. If students fail to meet the minimum cumulative grade point average of 3.0 (2.6 for Scholar-Athletes), students may continue to enroll in courses, provided in good academic standing with the University, without financial aid funding. Upon regaining a minimum cumulative grade point average of 3.0, students would regain eligibility assuming all other Satisfactory Academic Progress standards are met.

### C) PACE

- a. If students fail to meet the appropriate pace percentage according to the grade level, students may continue to enroll in courses, provided in good academic standing with the University, without financial aid funding. Upon regaining the appropriate minimum Pace percentage, students would regain eligibility assuming all other Satisfactory Academic Progress standards are met.

### D) MAXIMUM TIME FRAME

- a. If students reach the Maximum Time Frame, students may continue to enroll in courses, provided in good academic standing with the University, without financial aid funding

## IX. CONTACT INFORMATION

### A) Financial Aid and Scholarships Office

- a. [FAS SAP Website](#)
- b. [FAS Contact Us](#)