

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

## Undergraduate 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 programs administered by the University are: Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Work-Study, Federal Direct Loans (Subsidized and/or Unsubsidized) and Federal Direct Parent PLUS Loans. These standards are applicable to students submitting the FAFSA (Free Application for Federal Student Aid) or the California Dream Act Application and/or the Scholar-Athlete Award. These standards also apply to State programs, including Cal Grant and Middle-Class Scholarships, and University need-based aid. 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 academic records is 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. The following Satisfactory Academic Progress standards for UC San Diego undergraduate financial aid eligibility must be met prior to the start of fall to receive Title IV, State and University financial aid or Scholar-Athlete Award funds for the following academic year.

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

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

- a. Students must maintain a minimum cumulative UC grade point average of 2.0, except for Scholar-Athlete Award funds, these require a minimum cumulative UC grade point average of 2.6.
- b. Our SAP procedures include a review of the student's cumulative UC GPA prior to the start of the following fall quarter which includes UC summer session grades and accepted UC transfer credit. Although the student's GPA may have met the SAP standards of 2.0 (or 2.6 for Scholar Athlete Awards) 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 the following year will be affected. Remedial courses do not count towards the required cumulative UC GPA.
- c. Students on an approved annual SAP contract are held to the GPA requirement in their contracts.
- d. Students enrolled in a program of more than two academic years must have a GPA of at least a "C" or its equivalent or must have an academic standing consistent with their school's graduation requirements.

##### B) Quantitative: Pace

- a. Students must progress towards their educational degree to ensure completion of the program within the program's Maximum Time Frame.
- b. Pace is measured annually prior to the start of the following fall quarter and includes UC summer session courses and accepted transfer credit.
- 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 to meet Pace and Maximum Time Frame.
- d. The resulting pace percentage must be equal to or greater than the required pace percentage by grade level:
  - a) First Year (0-44 units) 30%
  - b) Second Year (45 – 89 units) 50%
  - c) Third / Fourth Year (90+ units) 66%
- e. Readmitted students, the required pace percentage is 50% for the year readmitted.
- f. Remedial courses are included to measure Pace, Advanced Placement (AP) and/or International Baccalaureate (IB) credits are not.
- g. 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 unit limit varies depending on the number of units required to complete the degree.
- b. 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 (excluding Advanced Placement (AP) and/or International Baccalaureate (IB) credits).
- c. Students may not exceed 150% of the published length of their educational program.
- d. Maximum Time Frame is subsequently reviewed quarterly, a student becomes ineligible at the evaluation point in which it is determined the degree cannot be completed within the Maximum Time Frame limits.
- e. Each college has set a minimum requirement for a bachelor's degree equivalent to at least 180 units. Students enrolled in a degree program requiring more than 180 units for a bachelor's degree are reviewed on a case-by-case basis.
- f. An undergraduate student who is required to complete 180 units to graduate will become ineligible for financial aid at the point it is determined the degree cannot be completed within 270 attempted units (once they reach 258+ units).
- g. Students are notified when they are approaching 150% and must appeal for further financial aid.
- h. Students pursuing a double major or dual degree should note that once a student completes requirements for one major or degree, financial aid eligibility is limited.
  - a) If an appeal is approved for a "double major" aid may be limited to Direct Loans (aggregate limits and other eligibility conditions apply) and Federal Work-Study (subject to other eligibility requirements and the availability of funds).
- i. Appeal of the Maximum Time Frame may be considered for the following:
  - a) Double majors and or change of majors
  - b) Transfer credits that do not apply to the degree program
  - c) Other exceptional circumstances

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**

- a. **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.
- b. **Withdrawals:** Quarters in which the student withdraws prior to the add deadline are not counted toward the eligibility limits.
- c. **Scholar-Athlete Awards:** Eligibility limits of funds are determined on an annual basis and are not to exceed NCAA limits.
- d. **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.
- e. **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. These students do have the option to submit a SAP appeal for reconsideration of aid eligibility.
- f. **Remedial Courses:** Courses are reviewed for completion at the end of the academic year (or quarterly if on an active SAP contract). Remedial courses do not count towards GPA but do count toward Pace and Maximum Time Frame.

- g. **Repeated Courses:** The first 16 units of courses that have been repeated by an undergraduate student and for which the student has received a grade of D, F, or NP (no pass) shall not be used in grade-point calculations unless the course is repeated by a student who has admitted to or been found guilty of academic dishonesty; in which case the units for both the initial course and the repeated course shall be counted in grade-point calculations.
  - a) Students may receive Federal Pell and other forms of 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.
  - b) 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>
- h. **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. SATISFACTORY ACADEMIC PROGRESS (SAP) STANDARDS FOR PRE-MATRICULATED STUDENTS

#### A) Overview

- a. Pre-matriculated refers to newly admitted students who attend the summer immediately prior to their admitted term. Pre-matriculated students should consult with academic advising and only take courses recommended by their advisors. Any Pre-matriculated students who apply for financial aid during their admitted school year will be measured by these standards whether they received financial aid during the summer prior to their admitted term.

#### B) Enrollment

- a. Students must enroll in a minimum of 6 units during summer to be eligible to receive summer financial aid, except for some Federal Pell Grant awards. See the financial aid website <https://fas.ucsd.edu> for summer financial aid eligibility requirements. Summer is considered part of the prior school year for undergraduate financial aid awarding.
- b. Pre-matriculated students who withdraw from any summer course(s) after the course refund deadline <https://summer.ucsd.edu/calendar> are considered enrolled and are held to the GPA and Pace standards below.
- c. Students who withdraw from the summer session by the course refund deadline will not be held to these standards.
- d. Pre-matriculated students who fail to matriculate in the fall and receive summer financial aid, are not eligible for summer aid received and are responsible to repay received summer aid.

#### C) Grade Standards

- a. **GPA:** Students must maintain a cumulative UC grade point average of 2.0.
- b. **PACE:** Students must progress towards their educational degree to ensure completion of the program within the Maximum Time Frame.
  - a) 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. The resulting pace percentage must be equal to or greater than the required pace percentage by grade level:
  - b) First Year (0-44 units) 30%
  - c) Second Year (45 – 89 units) 50%
  - d) Third / Fourth Year (90+ units) 66%

### IV. UC EDUCATION ABROAD PROGRAM

#### A) Overview

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

### V. CONCURRENTLY ENROLLED AND EXTENSION STUDENTS

#### A) Overview

- a. Concurrently enrolled students may only receive financial aid based on enrolled units at UC San Diego. Extension students are not eligible for funding of any kind at UC San Diego.

## **VI. FINANCIAL AID INELIGIBILITY**

### **A) Overview**

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

### **B) GPA**

- a. Students who do not meet the 2.0 (or 2.6 for Scholar-Athlete Awards) overall GPA standards have until the start of the following fall quarter to raise their GPA's by completing courses at UC San Diego's summer session (excluding UC San Diego Extension) or at any other UC campus (excluding other UC Extensions).
- b. Students who attend colleges other than UC San Diego during summer will be required to notify the Financial Aid and Scholarships Office for the office to follow-up for GPA verification after official grades have been recorded with the Registrar's Office (Students on an approved annual SAP contract are held to the GPA requirement in their contracts).

### **C) PACE**

- a. Students who are not progressing towards their educational degrees within the Maximum Time Frame have until the start of the following fall quarter to resolve the deficiency.

### **D) MAXIMUM TIME FRAME**

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

## **VII. 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 have met with both their major department advisor and their college academic advising office to complete a Financial Aid Academic Plan.

### **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).

## **VIII. 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.

## **IX. 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. Eligible students will be considered for federal, state, and campus-based aid pending the availability of funding.

### **B) GPA**

- a. If students fail to meet the minimum cumulative grade point average of 2.0 (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 2.0, students may 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.

## **X. CONTACT INFORMATION**

### **A) Financial Aid and Scholarships Office**

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