

SATISFACTORY ACADEMIC PROGRESS INFORMATION FOR ACADEMIC ADVISORS

FROM: Tracie Patrick, Director of Student Financial Planning

DATE: May 2018

The Office of Student Financial Planning evaluates every student's academic performance at the conclusion of each year. Federal regulations and institutional policies require that students must meet standards of academic progress throughout each year in order for their financial aid to renew for the upcoming year. Those standards are:

1. Earn a total of *at least* 24 credits between fall and spring terms. Students must also successfully complete 67% of their cumulative vs. attempted credits.
2. Graduate in 4 years (8 semesters).
3. Earn a GPA of *at least* 1.66 for 0-35 credits, 1.80 for 36-61 credits, 1.95 for 62-89 credits, or 2.00 for 90 or more credits.

If a student fails to meet any of these criteria, they must petition the Director of Student Financial Planning to have their financial aid reinstated for the upcoming academic term. The process is:

****Write a letter of appeal.*** An email is acceptable and can be sent to: financialplanning@juniata.edu. ***Appeals must be in writing and created by the student.*** It must explain the circumstances which interfered with their ability to maintain the required standard(s) and what they plan to do to make up those requirements.

- ❖ Student may take summer course work to achieve the needed credits. If student intends to do this, they should include that information in the appeal letter. Summer credits need to be recorded on student's official Juniata College transcript to fulfill this requirement.
- ❖ If student simply needs to finish some incomplete coursework, please state that in the appeal letter.
- ❖ If student is planning to graduate in August and is not seeking aid for the upcoming academic year, they do not need to do anything as long as they successfully complete their requirements by that date.
- ❖ Transfer credit earned for periods of enrollment prior to attendance at Juniata are not counted toward progress standards, even though they may count towards overall graduation requirements.

The Director of Student Financial Planning will make a determination about the appeal and notify the student in writing. If successful, financial aid will be reinstated for the upcoming term **with one exception**: *PHEAA grants are not subject to reinstatement for the first academic term after a student fails to make satisfactory academic progress.* PHEAA is very strict about this policy and there are no exceptions. If the student meets the academic progress targets in the fall semester, PHEAA grants will be reinstated for the spring semester.