

2011/2012 REVISED CHANGES

DARTON COLLEGE OFFICE OF FINANCIAL AID STANDARDS OF PROGRESS

Satisfactory Academic Progress-Financial Aid Suspension Policy

The Educational Amendments of 1976 provide that financial aid payments through Title IV federal programs must not be made if a student is not making satisfactory academic progress in the declared program of study. The satisfactory academic progress standards for federal financial aid recipients at Darton College are as follows:

1. **Qualitative Standards of Progress:** All students are expected to maintain the academic standards outlined in the Darton College catalog. Any student who fails to meet these standards will be placed on academic suspension/dismissal. **A student receiving financial aid who is placed on academic suspension/dismissal or learning support suspension will have his/her financial aid terminated.**

Semester Hours Attempted	Minimum Grade Point Average (GPA)
0 - 30	Not Classified
31 - 40	1.80
41 - 50	1.90
51 or more	2.00

2. **Quantitative Standards of Progress:** In addition to maintaining the qualitative requirements defined above, the financial aid recipient must satisfactorily complete a portion of the work taken each semester in order to remain eligible for financial aid. The table shown below defines the hours to be completed satisfactorily based on hours carried:

Hours to be Satisfactorily Completed Per Semester

**REVISED FOR
2011/2012**



Total Paid:	Must Complete:
12 or more	8
10 - 11	7
9	6
7 - 8	5
6	4
4 - 5	3
3	2
2 - 1	1

Satisfactory completion is defined as a grade of “D” or better except in those courses where a “D” grade must be repeated (ENGL 1101, ENGL 1102, nursing courses, etc.). A grade of “IP” in learning support shall be considered satisfactory although a student may receive assistance for no more than four attempts in any remedial area. Grades of “F”, “U”, “WF”, or “W” shall be considered unsatisfactory.

At the end of each semester, those students who have not successfully completed the required number of hours in which they have enrolled will be placed on financial aid warning, and will continue to be eligible for financial aid. After the subsequent semester of enrollment, those students who have already been placed on financial aid warning and continue not to meet the quantitative minimums, will be placed on financial aid suspension and will not be eligible for financial aid assistance.

3. **Remedial Coursework:** No student may receive financial aid for more than 30 semester hours of remedial course work, which includes all learning support courses.
4. ***Maximum Length of Time for Assistance*** - A student who enrolls full-time would be eligible for a maximum of six (6) semesters of assistance in most programs. One additional semester would be allowed in certain career programs which are five (5) semesters in length. A student enrolled half-time would be eligible for a maximum of twelve (12) semesters. Since enrollment patterns vary from semester to semester, students will be evaluated on an individual basis.

REINSTATEMENT OF FINANCIAL AID / RIGHT OF APPEAL

1. A student terminated from financial aid due to qualitative reasons may apply for reinstatement of aid after he/she has completed the required number of hours as noted on the suspension letter at his/her own expense, and is in good academic standing.
2. A student terminated from aid and placed on suspension for quantitative reasons may apply for reinstatement after he/she has completed the required number of hours as noted on the suspension letter at his/her own expense, and is in good academic standing.
3. **Right of Appeal:** It shall be the student’s responsibility to petition the Financial Aid Office for reinstatement of financial aid prior to the beginning of the semester in which aid is requested. A student whose aid has been terminated for one of the reasons stated above shall have the right to appeal the suspension to the Financial Aid Appeals Committee. Students must complete the financial aid appeal form and provide copies of required documentation.
4. A student terminated from aid for failure to exit learning support may apply for reinstatement of aid when he/she has **exited all required learning support.**

Determination of Award Amounts: In determining a student's eligibility for aid and the category of aid (full-time, three-quarter, half-time) only those courses required for graduation or remediation shall be considered. Repeated courses will not be counted if the original grade was satisfactory. This in no way prohibits a student from taking other courses of his/her choosing, but simply means such courses cannot be used in computing the student's course load for financial aid purposes. The student must contact the office so that adjustments to financial aid can be made. A student wishing to be full-time for aid purposes would be well advised to register for a minimum of twelve (12) semester hours.

REFUND POLICY

Any student receiving Federal Title IV funds and/or Georgia HOPE funds will be subject to the following policy regarding return of financial aid funds:

Darton College, and the student, is required to return to the federal and state aid programs the amount of aid a student received that was in excess of the aid "earned" for the time period the student remained enrolled. The percentage of the semester completed is the percentage of aid earned. This is calculated by the number of days the student attended divided by the number of days in the payment period (i.e., semester). For example, if a student withdrew on the 20th day of a semester, 114 days in length, the student would have earned only 17.5% of the aid he/she received ($20/114 = 0.175$).

Students who remain enrolled through at least 60% of the payment period (semester) are considered to have earned 100% of the aid received and will not owe a repayment of aid funds. *Remember, after 50% of the semester (mid-term), you are still penalized academically for withdrawing.* Written notification of repayment obligation will be sent to students. Payment must be submitted to Darton College within 45 days from the date notification is sent to the student. If the student's obligation remains unpaid after 45 days, all aid eligibility is suspended and overpayment information is reported to the U.S. Department of Education and/or the Georgia Student Finance Commission.

Students that receive a federal or state refund for classes, which they registered for but did not attend, should contact our office immediately. Failure to do so will result in the student receiving "F's" in all courses AND being placed on financial aid suspension.