CURRY COLLEGE

1071 Blue Hill Avenue, Milton, Massachusetts 02186

Financial Aid Satisfactory Academic Progress for Graduate Students – effective July 1, 2011

Graduate Degree Students

Whether enrolled on a full or part-time basis, all graduate students must maintain Satisfactory Academic Progress (SAP) to receive financial aid.

Curry College has adopted the following SAP standards in accordance with the U.S. Department of Education requirements. These SAP standards are for financial aid purposes only and do not replace or override the academic policies of the College. Eligibility to continue enrollment at the College can be found in the Academic Policies and Procedures of the annual Curry College Catalog and on the College website. All students are responsible for ensuring their adherence to SAP and all other academic standards.

Satisfactory Academic Progress for Graduate students includes three standards of measurement:

1. Cumulative Grade Point Average (qualitative) and Minimum Grade Per Course
2. Credits Earned (quantitative)
3. Maximum Time Frame (length of study)

Cumulative Grade Point Average (Qualitative)
To retain financial aid eligibility, all graduate students enrolled in a degree program must maintain a minimum cumulative grade point average of 3.0. If a student's GPA falls below 3.0, their financial aid eligibility will be reviewed.

Minimum Grade in Each Course
The minimum passing grade in each graduate course is a B-. If a student receives a grade of C+ or below in any course, this will result in a review of their financial aid eligibility.

Credits Attempted Versus Credits Earned (Quantitative)
All students must complete at least 67% of the credits which they attempted. The 67% is based on a ratio of the cumulative number of credits a student has attempted versus the cumulative number of credits a student has earned.

Credits accepted from another institution toward the student's educational program will be counted as both attempted and completed hours.

Attempted credits are those credits for which a student is registered at the end of the College's official add/drop period. Therefore, attempted credits include all graded courses and transfer courses, courses from which a student has withdrawn after the drop/add period (W), and courses for which a student receives an incomplete (IN).

For example, a student who has attempted 18 credits must successfully complete at least 12 of those credits.

For a part-time student, satisfactory academic progress will be evaluated at the end of each semester and the student will also be required to complete the same 67% of their credits to be considered to be making satisfactory progress and to be eligible for financial aid.

Maximum Time Frame (Length of Study)
Students must complete all their degree requirements within the maximum allowable time frame which cannot exceed 150% of the published length or the required number of credits of the program.

For example:

> If the published length of a full-time master's program is two years and the number of credits earned for the degree is 36, the maximum time frame for completion is three years and the maximum credits attempted would be 54.

Regardless of whether a student is receiving financial aid during the time frame, all semesters and credit hours are used toward the maximum time frame. Once a student has exceeded the maximum time frame, the student will no longer be eligible for financial aid. If at any point within the course of their graduate program it becomes apparent that a student will be unable to meet SAP standards within the maximum time frame, the student will become ineligible for financial aid.

Satisfactory Academic Progress Reviews
All degree-seeking graduate students will be evaluated for Satisfactory Academic Progress (SAP) at the end of the Spring semester as part of the College's regular annual review process for all three of the standards of measurement outlined in the SAP policy. Regular annual reviews will occur when all grades and credit hours have been officially recorded by the Registrar.

Students who do not meet one or more of the SAP standards will become ineligible to receive financial aid and will be notified of their ineligibility by the College. A student may appeal the loss of financial aid by following the procedures outlined in the Regaining Financial Aid Eligibility section.

Students who enroll in a semester following the annual SAP review and choose to appeal will be reviewed for adherence to the SAP standards at the end of that semester, regardless of when the appeal is received.

For example: Students, who end the spring semester on probation and choose not to appeal prior to the completion of the next period of enrollment, are still required to appeal for SAP if seeking aid for future

semesters. Furthermore, that next period of enrollment following the annual SAP review automatically becomes the semester in which a student will be re-reviewed for SAP compliance.

Note: The summer semester is included as a period of enrollment.

Regaining Financial Aid Eligibility

Enrolling without Financial Aid
A student who is academically eligible to continue in their graduate program may do so without financial assistance if they are able to settle their tuition account by using other financing options. A student may regain financial aid eligibility for future semesters by coming into compliance with the SAP requirements.

The Right to Appeal
A student may attempt to regain financial aid eligibility by filing an Appeal if an extraordinary circumstance exists. If the Appeal is approved by the College, the student will be eligible to enroll and receive financial aid either on a Financial Aid Probation Status or on an Academic Education Plan for their next semester of enrollment. A graduate student may file an Appeal only once during their enrollment in a degree program at the College.

Appeal Process
A student may file an Appeal to the Appeals Committee to attempt to receive financial aid. The Appeals Committee consists of the Associate Vice President of Financial Aid, Director of Financial Aid, Associate Provost, Registrar, Associate Director of Advising and Academic Success and Assistant Director of Continuing Education.

Please note these appeals are separate from academic appeals.

Grounds for filing a financial aid appeal must be due to an extraordinary circumstance such as a documented serious medical condition or death of an immediate family member that interfered with a student's performance.

A student, themselves, must file the Appeal and explain in detail why they were unable to maintain Satisfactory Academic Progress, and to detail their plan for returning to Satisfactory Academic Progress status. All appropriate supporting documentation should be included with the Appeal. Appeals should be submitted online by using the appeal form located on the myCurry portal under the Finances tab. *Please note: Incomplete appeal forms cannot be reviewed by the Appeals Committee.*

If you do not have access to the portal, please contact Student Financial Services at 617-333-2354 or finaid@curry.edu for instructions on how to submit an appeal.

Appeal Outcomes

The College will notify students in writing of the outcome of their Appeal within two weeks after the Appeals Committee has reviewed their Appeal. All decisions of the Appeals Committee are final.

Financial Aid Probation

If the student's Appeal for financial aid eligibility is approved, the student may be placed on Financial Aid Probation status. Probation status may be granted if the student's failure to maintain SAP compliance was due to an extraordinary circumstance beyond the student's control. A student who is placed Financial Aid Probation status will temporarily regain financial aid eligibility for one successive payment period only. A student will then be re-evaluated for SAP compliance at the end of that semester of enrollment. If a student is unable to return to Satisfactory Academic Progress by the end of that semester, the student will become ineligible for future financial aid at the College until such a time as they return to SAP.

For example:

> If a student is placed on Probation at the end of the Spring semester and chooses to attend the upcoming Summer semester, their SAP status will be evaluated upon completion of the Summer semester. If the student meets the SAP standards at the end of the Summer grading period, they will remain eligible for financial aid for the Fall. If the student does not make Satisfactory Academic Progress at the end of the Summer semester, they will become ineligible for financial aid until such time as they return to Satisfactory Academic Progress.

> Students who are on Financial Aid Probation, but who elect not to attend during the Summer semester, will be eligible to receive financial aid for the Fall semester and will be evaluated at the end of the Fall semester. If a student meets the SAP standards at the end of the Fall grading period, they will continue to remain eligible for financial aid for the Spring semester. If a student does not meet the SAP standards at the end of the Fall semester, they will become ineligible for financial aid until such time as they return to Satisfactory Academic Progress.

Academic Education Plans

As a result of an SAP Appeal review process, an Academic Education Plan can be developed with a student. An Academic Education Plan may be offered as an option to students who are not meeting the SAP standards but who have a strong likelihood of regaining SAP and successful program completion while continuing to receive financial assistance.

The initial review of a student's SAP under the Academic Education Plan will take place at the end of the first semester that a student is enrolled under the Plan and thereafter annually at the end of the Spring semester as long as a student continues to meet the terms of the Plan. Failure to meet the standards of the Academic Education Plan will result in financial aid ineligibility in subsequent semesters.

Unapproved Appeals

The College will deny Appeals from students who would be unable to meet the SAP standards within the maximum time frame allotted for them to earn their degree.