



Academic Plan for Satisfactory Academic Progress (SAP)

Sally Sample-Student

ID: 1234567

Your Financial Aid Appeal Request has been approved. This Academic Plan for Satisfactory Academic Progress (SAP) represents a contract between you and the Financial Aid Office. To maintain eligibility for federal financial aid you must fulfill the Conditions of Probation outlined below until you meet SAP requirements.

No federal financial aid will be reinstated until this completed form is received and approved by the Financial Aid Office.

To fulfill your Academic Plan, you must follow these Conditions of Probation:

- Meet with **any advisor** to complete this Academic Plan for SAP.
 - Complete your portion of this form prior to meeting with the advisor. If meeting virtually, email it to the advisor prior to your meeting. Contact the Academic Center for Enrichment at 724-287-8711, extension 8606 or visit the [website](#) to schedule an appointment.
- Achieve a minimum 2.0 GPA at the end of each Probation Term.
- Complete **18** credits within **2** Probation Terms.

This Academic Plan will remain in effect until either:

- You meet [Satisfactory Academic Progress](#) (SAP) requirements; OR
- Your enrollment exceeds the maximum timeframe allowed for your program, based on attempted credit hours; OR
- You fail to meet the Conditions of Probation, at which point your federal financial aid will be Suspended.

Student Responsibilities: *Read and understand each of your responsibilities; place your initials beside each line.*

	I agree to consistently attend classes, beginning with the first class of the semester.
	I understand there are resources available at the Academic Center for Enrichment (ACE), such as Advising , Tutoring , Disability Services , etc., to help me be successful.
	I agree to the Conditions of Probation set forth in this Academic Plan for SAP and understand the figures have been calculated so I meet the Satisfactory Academic Progress Policy at the end of the Probation period granted.
	I understand if I choose to attempt <i>more</i> credits than required, I understand I am altering that calculation and I MUST successfully complete all credits that term.
	I understand that I have the responsibility to meet with a Financial Aid Officer to review my progress should any problems arise or for clarification on the Satisfactory Academic Progress Policy.
	I realize failing, withdrawing, or repeating a course I have already earned, will adjust the number of credits I am required to complete, and may violate the Academic Plan resulting in the Suspension of my federal financial aid.

Expected Graduation Date:		Major:	
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I understand that I have the responsibility to follow this Academic Plan for SAP. Failure to meet Financial Aid Satisfactory Academic Progress (SAP) requirements will result in the suspension of my federal financial aid eligibility. This Academic Plan reflects realistic and attainable goals.

Student's Signature: _____ Date: _____

Academic Advisor

Questions about the SAP process? Please contact the Financial Aid Office.

Federal SAP regulations require students to earn a minimum cumulative GPA of 2.0 and maintain a minimum cumulative Pace Rate of 67.00% (completed credits ÷ attempted credits) at the end of each payment period. They must also be able to earn their degree within 150% of the credits needed to graduate in their program; although all attempted credits count in this calculation.

This student failed to make federal Satisfactory Academic Progress (SAP) for financial aid. The advisor’s role in developing this Academic Plan is to assist the student in understanding how best to structure their coursework so that they can improve their GPA, increase their Pace Rate, and complete their degree.

Can the student reasonably meet the terms of this Academic Plan in their current major? Yes No
If no, what accommodations under this plan should be considered?

What recommendations were discussed with the student to improve their academic performance?

I have met with this student and discussed the Conditions of Probation; which if followed, may allow the student to attain the academic standing required for BC3’s graduation requirements. The plan reflects realistic and attainable goals for the student.

Advisor’s Signature: _____

Date: _____

Advisor’s Printed Name: _____

Important Notes:

At the end of each semester, the financial aid office will confirm your fulfillment of these conditions. If you fail to meet the outlined requirements you will not qualify for future assistance until you meet SAP standards on your own.

You have the option to attend BC3 and pay your tuition and fees using your own funds until you achieve SAP.

There are lifetime limits to federal financial aid. Students who receive federal financial aid and do not progress towards their degree may exhaust their aid eligibility before finishing their degree program. Research demonstrates that students who do not finish their degree struggle to repay their student loans.