



Satisfactory Academic Progress Policy

Biola University

Federal Regulations specify that a student must be making progress towards his or her academic degree in order to receive Financial Aid. In order to remain eligible for federal, state, and institutional aid, a student must maintain “Satisfactory Academic Progress” as specified below.

Definition of Satisfactory Academic Progress:

1) Cumulative GPA

Undergraduate and Teaching Credential Students = 2.0

Graduate Students= 2.5

2) Pace*

Students must complete at least 67% of all units attempted.

(Pace Percentage = Total Units Completed / Total Units Attempted)

3) Duration of Progress*

Once a student has attempted 150% of the required number of units for his or her degree, he or she is no longer eligible to receive financial aid. For example, if a degree requires 130 units for graduation, a student may not receive aid after he or she has attempted 195 units. Federal regulations specify that

“a student becomes ineligible when it becomes mathematically impossible for him to complete his program within 150% of its length...”

Details regarding Cumulative GPA and Pace Calculations:

The Financial Aid Office follows the same standards set by the Biola University Office of the Registrar regarding the following situations:

- Incomplete classes: Biola does not offer an “Incomplete” status. If a student unofficially withdraws from a class, the units are still considered “Units Attempted” in the Pace calculation. In the GPA calculation, an Unofficial Withdrawal functions the same as a failed class.
- Withdrawals: A student may officially withdraw within the first half of the term. If the Registrar approves the withdrawal, a partial refund is granted to the student, and the class is no longer considered in the Pace or GPA calculation. See above explanation regarding Unofficial Withdrawals.
- Repeated courses: Only the higher grade earned is included in the computation of the student’s GPA. However, Pace can be negatively affected. Units are only included one time in the “Units Completed” numerator, but both times in the “Units Attempted” denominator. For more information regarding Repeated Courses, visit:
http://biola.catalog.acalog.com/content.php?catoid=15&navoid=989#repe_cour
- Transfer Credits: Any units that are transferable and approved by the Office of the Registrar do not affect a Student’s GPA, but are used in the Pace calculation. They are considered units attempted, and units completed.

Satisfactory Progress Procedure:

Satisfactory Academic Progress is reviewed at the end of each payment period or “term;” Fall, Spring, and Summer. At each review, a student’s quantitative (Pace & Maximum Time Frame), and qualitative (GPA) progress is evaluated. If a student is not making sufficient progress, as explained above, he/she will be issued a Warning Notice, and will remain eligible to receive aid for one more term. If, at the end of the warning term the student has not met all requirements, all of his/her financial aid will be suspended. In certain cases (illness, death in the family, special circumstance), a student may appeal the aid suspension by completing the “Financial Aid Suspension Appeal Form.”

Appeals should address the circumstances surrounding the student’s insufficient progress, as well as a plan of action to correct the insufficient progress. Students will need to specify what has changed in the circumstances, and therefore why they will be able to make progress in the upcoming semester. If the insufficient progress was related to “Duration of Progress,” the student will need to specify how many units they intend to complete each term in order to complete his or her degree.

If the Appeal is approved, a probationary period of *one more term* may be granted. In extreme cases, when one more term will not be sufficient to Satisfactory Academic Progress, the Financial Aid Office may create an Academic Plan for the student, which will specify the academic requirements the student must meet, and the deadline for when these requirements must be met. They will include (but may not be limited to) the following requirements:

Academic Plans and GPA: If a student is granted an Academic Plan regarding GPA, the student must achieve the required **Term** GPA (2.0 for Undergraduate and Teaching Credential Students, and 2.5 for Graduate Students) the following term. If the required GPA is not achieved in that term, the Academic Plan will be revoked, and the student’s aid will be suspended again.

Academic Plans and Pace: If a student is granted an Academic Plan regarding Pace, he or she must pass 100% of the attempted units in the next term. If the student is not able to complete 100% of the attempted units in the following term, the Academic Plan will be revoked, and the student’s aid will be suspended again.

Academic Plans and Duration of Progress: If a student is granted an Academic Plan regarding Duration of Progress, he or she will be expected to complete all units that are listed in the Plan specified in his or her Appeal Letter. If any units are not completed in his or her approved time frame, the Academic Plan will be revoked, and the student’s aid will be suspended again.

Regaining Financial Aid Eligibility:

A student may temporarily receive aid while on a warning status, or probation status. However, he or she can only reestablish aid eligibility by meeting the academic standards listed on the first page of this policy.