

Satisfactory Academic Progress Policy

NDS has a Satisfactory Academic Progress (SAP) Policy created to monitor students' progress and meet federal regulations. This policy applies to all students at NDS, and will be monitored on a semester basis. To maintain SAP, a student must have a GPA of 2.70 and pass at least 75% of their courses each semester. If a student does not meet these requirements for SAP, the student may be placed on financial aid warning or probation.

When a student is denied financial aid based on SAP status, that denial will take precedence over any previous award notification the student may have received.

Students not meeting minimum standards by the end of the semester will receive a financial aid warning for the next semester. The student may continue to receive financial aid for this probationary period. Financial aid suspension will result should the student fail to meet SAP standards by the end of the probationary period.

Should a student become ineligible for financial aid because the student did not meet the minimum SAP requirements, the student may file an appeal with the Financial Aid Officer if they have extenuating circumstances. Procedures for filing an appeal are:

- ◇ If the student is on Academic Probation and has received a financial aid warning there is no need to take action at this time.
- ◇ If the student has been deemed ineligible for financial aid and has been placed on financial aid suspension, the student may schedule an appointment with the Financial Aid Officer to discuss the situation. If extenuating circumstances have caused the suspension, the Financial Aid Officer will provide the student with an appeal form and instructions on how to proceed through the appeal process. The student will be given a deadline to submit their appeal which will be reviewed by an appeals committee.
- ◇ The student should complete and submit the appeal form and narrative to the Financial Aid Officer with required documentation to support their claim by the deadline. These documents would include correspondence with professors, physicians, etc. Submitting an appeal without documentation will result in denial of the appeal.
- ◇ Students may anticipate a decision from the Financial Aid Appeals Committee within a 2-4 week period. Following the decision, the student will receive notification via certified mail of the committee's decision with instructions on how to proceed. Committee decisions are final and not subject to further appeal.

Students denied an appeal become ineligible to receive any form of federal student aid until the following conditions are met:

- ◇ the student regains compliance under the NDS SAP policy.
- ◇ the student remains in compliance with the NDS SAP policy for a subsequent semester, enrolled at least part time.
- ◇ the student completes a Financial Aid Reinstatement Request form and submits it to the Financial Aid Officer.