Satisfactory Academic Progress Policy

Federal regulations require the student to meet and continue to meet some basic academic progress standards. The following are College of Eastern Idaho's (CEI) Financial Aid Satisfactory Academic Progress (SAP) policies and the colleges appeal process.

Standards for Financial Aid Eligibility

Federal law requires that you must be making Satisfactory Academic Progress (SAP) toward a degree for you to be eligible to receive federal financial aid funds. These standards apply to all periods of attendance, even periods when you did not receive financial aid. Students must meet all requirements listed to be in good standing for financial aid.

Maximum Time Frame / Pace of Completion

Students must progress through their program to ensure that they will graduate within the maximum time frame or 150% of program credits. For example, an Associate degree that requires 60 credits, the Maximum time frame would be 90 credits.

The financial aid office will evaluate student records at the end of each semester to make sure they have not and will not exceed the 150% maximum time frame allowed for each program. Students who change from one program to another without graduating will have their attempted credits and completed credits calculated to determine where they stand within the 150% maximum time frame.

Students graduating from one (1) program and beginning a new program will have their 150% maximum time frame start for the new program.

Transfer credits count toward the Maximum Credits standard and in the credit completion Rate Standard for SAP except where noted.

Academic

Students must be accepted into an eligible CEI program. Students must maintain at least a cumulative GPA of 2.00 and meet the academic standards of the institution. Workforce Training and Community Education courses are not eligible for financial aid.

Progress Eligibility

In addition to maintaining academic standards, all students will be required to satisfactorily complete (receive grades other than D+, D, D-, F, AU, CH, IC, S, I, or W), 67% of all credits listed on the transcript, including transfer credits from other institutions.

Credits completed are defined as all classes for which a student received a passing grade or better. Repeated courses count as credits attempted during each term the student is enrolled in the course. They will be counted as completed each time a passing grade is received for the course.

Incompletes and withdrawals do not count as passing, but are included in the credit completion rate calculation. Audit credits do not count as credits attempted or completed and will not be counted in the credit completion rate calculation.

Financial Aid and Repeat Course Work

Financial Aid can pay for unlimited repeats of a failed course as long as the student is meeting all other Satisfactory Academic Progress (SAP) requirements. Financial aid will assist the student when repeating a course (or its equivalent) if all previous attempts were failures, as long as those failures are graded courses. Once the student passes a course, they are only allowed to repeat the course one more time to have it count in their enrollment status and their financial aid eligibility.

Incomplete Course Work

Incomplete (IC) grades do not count as passing grades and will be included in the credit rate calculation at the end of each semester. An IC is calculated as a (F). A student on an Incomplete Contract will have their Satisfactory Academic Progress re-evaluated after the incomplete course is completed, within the designated time, and after the grade(s) change has been initiated by the Registrar.

Please refer to the Grading section for more information on Incomplete Grades.

Monitoring Satisfactory Academic Progress

A student's Satisfactory Academic Progress (SAP) will be reviewed at the end of each semester to determine if they are in compliance with the SAP policies. This review encompasses a student's entire academic record, regardless of whether the student applied for or received financial aid.

Students not meeting these SAP standards will receive communication via email to their CEI email. Students should check Self-Service to view their progress by clicking on the "Satisfactory Academic Progress" link under the "Financial Aid Counseling" link.

Financial Aid Suspension

Students who receive federal financial aid but do not earn any credits for the term will be immediately suspended from receiving future financial aid. Students who completely withdraw from CEI during the course of a semester may be required to return a percentage of that semester's federal financial aid.

Satisfactory Academic Progress Warning

The first time a student is not meeting the Academic or Progress requirements the student will be placed on Financial Aid Warning. Students in Financial Aid Warning will still be eligible for financial aid for the following semester. Financial aid funds may be delayed the following term in order for prior term grades to be posted before federal aid can be released.

Any subsequent incidents of SAP violations will result in the suspension of financial aid eligibility. Students violating the Maximum Time Frame policy or zero credits earned, will be suspended financial aid with no Warning period

Reinstatement of Financial Aid

Students suspended from financial aid may regain eligibility by:

- Repaying any funds owed to CEI (see Cashier's Office),
- Attending additional semester(s) without the assistance of financial aid and;
- Students must enroll in and successfully complete enough credits to meet academic standards as well as progress eligibility standards to be in compliance with Satisfactory Academic Progress Policy (SAP) to be reinstated financial aid. The courses taken must be from the approved list of required courses for the student's program of study.