Satisfactory Academic Progress Standards

All students must maintain satisfactory academic progress (SAP) to be eligible for student financial aid funds. These standards are established by the Financial Aid Office in accordance with federal regulations. Satisfactory Academic Progress is evaluated for all applicants after the fall, spring, and summer semesters. Students will receive notification only if they are NOT making satisfactory progress according to the following guidelines.

1. Enroll in a Program of Study and Follow an Education Plan:
   All students must be enrolled in the courses required for their program as outlined in the College catalog.

2. GPA - Maintain a Minimum 2.0 Grade Point Average:
   All students receiving financial aid at College of Marin must maintain a cumulative 2.00 GPA, which is the equivalent of a ‘C’ average.

3. Maximum Time Frame - Complete a Program Within 90 Attempted Units for AA/AS & Transfer Programs, or Within 150% of Required Units for Certificate Programs:
   The maximum cumulative units allowed for completing a degree or transfer program is 90 units. Up to 30 units of (non-degree applicable) remedial or ESL coursework will be excluded from the maximum time frame assessment -they will be counted for GPA and pace assessments.
   Certificate programs must be completed within 150% of the total required units as stated in the catalog.
   Note: This includes semesters students do not receive financial aid and all units in which they enroll (including courses students do not complete).

4. PACE - Complete 2/3 of Cumulative Attempted Units
   All students must successfully complete at least 67% (2/3) of the units they attempt. This calculation is as follows:

   Cumulative Hours Completed
   Cumulative Hours Attempted

   Example 1: 25 Hours Completed = 83.3% = Meeting PACE requirement
   30 Hours Attempted
   Example 2: 15 Hours Completed = 50% = Not meeting PACE requirement
   30 Hours Attempted

   A grade of A, B, C, D, or P indicates successful completion. Grades of F, FW, NP, I, IP or W or Drop are not considered successful completion of a course, but do count toward the 90-unit maximum. A class repetition may be eligible for financial aid but only if it is approved by the College and is in compliance with Federal financial aid guidelines for repeatability.

Warning Status:

Financial aid Warning status is assigned for one semester. During that semester students who are eligible may continue to receive financial aid. Students are recommended to meet with an academic counselor and file or update an educational plan during this time.

Students placed on warning for the maximum time frame can receive Pell Grant funds for up to 90 credits. Example: A student attempts 80 credits and is placed on warning for the fall semester. The student registers for 12 credit hours. Based on the 90 credit hour limitation, the student’s Pell Grant would cover 10 of the 12 credits. 2 credits would not be covered by Pell.

Students placed on warning for the maximum time frame who are seeking certificates can receive Pell Grant funds for up to the number of credits required to receive the certificate. Example: A student is seeking a Certificate in Real Estate. The certificate requires 18 credit hours to complete. The student is placed on warning for the fall semester because he/she has attempted 16 credit hours. The student registers for 6 credit hours. Based on the 18 credit hour limitation, the student’s Pell Grant would cover 2 of the 6 credits. 4 credits would not be covered by Pell.

Disqualification:

Students who do not meet satisfactory progress at the end of their warning semester will lose their eligibility for all federal and state financial aid programs. (Beginning fall 2016, new SAP requirements will be in place for receipt of the BOG fee waiver)

Restoring Eligibility:

Students wishing to restore their eligibility, must do the following:
   a. See an academic counselor and make an educational plan
   b. Enroll in and complete with a minimum of a grade of C or better six or more credits applicable toward their degree or certificate
   c. Complete a Request to Restore Financial Aid Eligibility for the next (future) semester.

Appeals:

Students wishing to appeal their disqualification status may do so based on limited circumstances:
   a. Illness or disability during the affected semesters (must submit medical or disability documentation)
   b. Death of immediate family member during the affected semesters (must submit death certificate)
   c. Extenuating circumstances outside of students control (must submit detailed evidence)

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