St. John's College – Department of Nursing
General Pre-Licensure BSN
Satisfactory Academic Progress (SAP) Standards
Entry Date: Prior to Fall 2013

Federal and state regulations require that the College establish and implement a policy to measure satisfactory academic progress toward the baccalaureate degree in nursing. The progress of Financial Aid Recipients is evaluated each semester based on qualitative standard, quantitative standard and progress based on a timeframe standard. Students must be making academic progress regardless of whether the student had previously received aid. A student's progress will be reviewed at the end of each semester.

Qualitative Standard – St. John's College defines satisfactory progress as a grade of A, B, C or Satisfactory, in didactic and/or clinical course work each semester. A minimum grade of C or Satisfactory (**in all courses**) and a minimum grade point average of 2.00 must be obtained to be considered making satisfactory academic progress.

Quantitative Standard – Each student should matriculate at the pace of his or her plan of study. The rate of progression is shown in each of the plans below, as a student moves from one semester to the next the number of credit hours (top row) should increase. The bottom row shows the completion rate based on the maximum timeframe allowed.

Two Year Plan: (Includes 60 hours of Pre-Nursing Requirements)

Junior Semester 1	Junior Semester 2	Senior Semester 3	Senior Semester 4
78	95	107	125
(78/158) 49%	(95/158) 60%	(107/158) 68%	(125/158) 79%

Three Year Plan: (Includes 60 hours of Pre-Nursing Requirements)

Junior Semester 1	Junior Semester 2	Junior Semester 3	Junior Semester 4	Senior Semester 5	Senior Semester 6
74	84	88	95	107	125
(74/158) 47%	(84/158) 53%	(88/158) 56%	95/158) 60%	(107/158) 68%	(125/158) 79%

Timeframe Standard -- The maximum timeframe may not exceed 150% of the published length of the program measured in credit hours attempted. The published length of St. John's College – Department of Nursing is 65 credit hours. The maximum timeframe of 158 attempted credit hours include the standard 60 transfer credit hours and attempted credit hours at St. John's College – Department of Nursing, which cannot exceed 98 hours.

St. John's College Academic Promotion Policy – A minimum grade of C or better must be obtained in all courses to be promoted in the college. Failure to maintain a grade of C or better will result in academic probation. Students on academic probation may continue to complete coursework. However, they may not take any subsequent nursing course that has as a prerequisite the course in which the student received a D, F or WF until that D, F or WF is removed from the transcript by repeating the course with a final grade of C or better. Academic probation is removed only when a grade of C is obtained in the repeated course. No more than two nursing courses from which the student either withdrew or received a final grade of D, F, or WF may be repeated. A nursing course may be repeated only once. Repeated nursing courses must be taken at St. John's College. Academic dismissal results when the D, F or WF is not removed from the transcript after repetition of the course or if the student has withdrawn from (WX, WP) and/or failed (D, F, or WF). All courses in the Junior year must be completed with a grade of C or better before being promoted to Senior year. Students must pass a drug calculation test before they can enroll in Senior year classes. All courses in the Senior year must be passed with a grade of C or better.

Noncompliance W/SAP	Academic Policy	Financial Aid Policy
1st Occurrence	**Probation**	**Warning**
2nd Occurrence	**Probation**	**Cancellation**
2nd Occurrence (Repeated Course)	**Academic Dismissal**	**Cancellation**
Financial Assistance Appeal		**Probation**
Academic Appeal	**Granted/Not Granted**	**Probation/Cancellation**

Financial Aid Satisfactory Academic Progress Warning - Failure to complete the required course work with satisfactory grades in any one academic semester will result in "financial aid warning" during the next semester in which the student is enrolled. If, during the warning semester, the student completes the term with satisfactory grades, he/she will return to good standing the following term a student can receive financial assistance in the warning semester if they are enrolled in enough credit hours to be otherwise eligible for state or federal assistance.

Financial Aid Satisfactory Academic Progress Cancellation– If the student fails to complete the required course work, or receives an unsatisfactory grade during the warning semester, he/she will be sent a written denial of financial assistance for the next semester. A student, who has been terminated from assistance for not making satisfactory progress, may regain his/her eligibility by completing all previously required course work in addition to the course work for the current semester with satisfactory grades. However, the student will not receive state or federal assistance during this term. Should a student on financial assistance be reinstated and subsequently terminated a second time, he/she will not be eligible for any further assistance.

Financial Aid Satisfactory Academic Progress Probation - If the student appeals their cancellation status and the Financial Aid Officer has determined that the student should be able to make satisfactory academic progress during the subsequent payment period, than he/she is considered to be on Financial Aid Probation.

The student must meet with their advisor to produce an academic plan that will ensure that the student is able to meet St. John's College satisfactory academic progress standards by a specific point in time. The student and advisor must sign the academic plan. **A copy of the academic plan must be submitted to the Financial Aid Officer prior to the next semester's disbursement**.

Notification of Financial Aid Cancellation – The Office of Student Financial Assistance will notify, in writing, students currently receiving financial assistance through the in-house mail or direct mail (when classes are not in session) or via e-mail of their suspension from receiving aid.

Financial Aid Appeal Process – Students on Financial Aid Academic Suspension may appeal in writing to the Financial Aid Officer, St. John's College – Department of Nursing. The appeal letter should address specific reasons for requesting the appeal. Describe in detail:

1. The reason for past performance difficulties (including supporting documentation).
2. How the situation has changed. If it has not changed, describe how it is now being handled and supply a solution for improvement.

The written appeal must be submitted within thirty (30) calendar days of notification from the Office of Financial Assistance, or after receipt of semester grades, whichever is first. Appeals are processed on a case-by-case basis. The student's circumstances, academic advisement and current Federal Regulations are taken into consideration. Appeal decision will be mailed within thirty (30) calendar days using the same mailing process as the notification of warning/cancellation.

Effective Immediately – The standards in this document become effective immediately and replace all other Satisfactory Academic Progress Policies for Financial Aid Recipients printed in any institutional publication or document.

Types of Financial Aid – Financial Aid Programs covered by the standards are: Federal Pell Grant, Federal Direct Loan Programs (Federal Stafford Subsidized, Federal Stafford Unsubsidized, and Federal Parent Loan for Undergraduate Students), Federal Supplemental Education Opportunity Grant (FSEOG), Federal Work-Study (FWS), Federal Nursing Student Loans, and the Illinois Student Assistance Commission Monetary Award Program (MAP).

Notes: Financial Aid Programs not listed above may have additional or more stringent conditions that must be met for continuation. Contact the source that made your award or processed your application materials. Examples: St. John's College – Department of Nursing Alumni Association; St. John's Hospital Scholarships/Loan Contracts, Private Agency Funds or Scholarships.

Unsatisfactory completion of coursework is defined as a grade of D, E, Incomplete or Unsatisfactory in didactic and/or clinical course work each semester.