

## **St. John's College – Department of Nursing Satisfactory Academic Progress Standards For Financial Aid Recipients**

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 must be obtained in **all courses** to be considered making satisfactory academic progress.

**Quantitative Standard** -- Each semester the student must successfully complete two-thirds or more (66%) of cumulative credit hours attempted (rounded to the nearest whole credit hour). A student can repeat a nursing course only once and no more than two nursing courses may be repeated during the student's educational career at St. John's College – Department of Nursing.

**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 must not exceed 96 attempted credit hours at St. John's College – Department of Nursing.

**Financial Aid Satisfactory Academic Progress Probation** – Failure to complete the required course work with satisfactory grades in any one academic semester will result in “financial aid probation” during the next semester in which the student is enrolled. If, during the probation 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 probationary semester if they are enrolled in enough credit hours to be otherwise eligible for state or federal assistance.

**Financial Aid Academic Progress Termination & Reinstatement** – If the student fails to complete the required course work, or receives an unsatisfactory grade during the probation 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.

**Notification of Financial Aid Probation/Suspension** – 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) of their probation/suspension from receiving aid.

**Financial Aid Academic Progress 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 for 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 probation/suspension.

**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 Family Education Loan Programs (Federal Stafford Subsidized, Federal Stafford Unsubsidized, and Federal Parent Loan for Undergraduate Students), Federal Supplemental Education Opportunity Grant (FSEOG), Federal College Work Study (FCWS), 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.

**St. John's College – Department of Nursing  
Office of Student Financial Assistance  
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