

CSUSM Financial Aid Satisfactory Academic Progress Post-Baccalaureate Students

Policy Update Effective for the 2011-12 Academic Year

Federal regulations require all institutions participating in Title IV federal student aid programs to establish academic standards to ensure students make satisfactory progress towards their educational objectives. At California State University, San Marcos, satisfactory academic progress is reviewed, in general, at the end of each spring semester. In addition, students enrolling in summer courses are reevaluated after summer grades are available. Post-baccalaureate students with no previous CSUSM academic history are considered to be in good academic standing until completion of coursework is reviewed at their first evaluation period.

The Satisfactory Academic Progress regulations require evaluation of the following standards:

- Grade Point Average (GPA)
- Pace of Completion
- Maximum Timeframe Requirement
- University Academic Good Standing

Grade Point Average Requirement

In order to maintain Financial Aid Satisfactory Academic Progress, post-baccalaureate students must maintain a cumulative minimum Grade Point Average of 2.5 or greater.

Pace Requirement

Post-baccalaureate students must demonstrate progress to ensure completion of educational objectives within the maximum timeframe. This requirement, called pace, is calculated by dividing the cumulative successfully completed units by the cumulative attempted units. Successfully completed units include coursework with grades of A through D-, CR, and RP. Attempted credits are defined as the number of credits enrolled in as of the census date used for financial aid, which is typically the University's census date for each term. All post-baccalaureate courses attempted at Cal State San Marcos, as well as courses attempted at other colleges for this degree, are counted in the pace calculation, regardless of whether or not financial aid was received.

Students are required to maintain a pace of 67%.

$$\text{Total of } \underline{\text{Cumulative Successfully Completed Units}} \div \text{Total of } \underline{\text{Cumulative Attempted Units}} = \text{Pace}$$

Maximum Timeframe Requirement

Post-baccalaureate students receiving financial aid are expected to complete educational objectives within a designated timeframe. The maximum timeframe to completion must not exceed 150% of the established length of the program. For example, many Masters programs require a minimum of 30 units. Thus, financial aid students in a program with this unit requirement are expected to complete their graduate programs within 45 attempted units. All post-baccalaureate courses attempted at Cal State San Marcos, as well as courses attempted at other colleges for this degree, are counted towards the maximum timeframe, regardless of whether or not financial aid was received.

University Academic Good Standing Requirement

Post-baccalaureate students receiving financial aid are expected to maintain good standing, or probation, in accordance with the Cal State San Marcos University Academic Regulations as outlined in the CSUSM Catalog. Post-baccalaureate students Academically Disqualified are also disqualified for Financial Aid Satisfactory Academic Progress.

Financial Aid Satisfactory Academic Progress Disqualification

Post-baccalaureate students failing to meet one or more of the standards of Financial Aid Satisfactory Academic Progress (including a GPA below 2.5, maintaining a pace of less than 67%, exceeding 150% attempted units relative to units required for program completion, and/or becoming Academically Disqualified), are ineligible to receive financial aid. To be removed from Financial Aid Satisfactory Academic Progress Disqualification, students must: 1) Complete the appeal process and be approved; or 2) Again meet all standards of Financial Aid Satisfactory Academic Progress by attending and successfully completing coursework without receiving financial aid.

Financial Aid Satisfactory Academic Progress Appeal Process

Post-baccalaureate students failing to meet one or more of the Financial Aid Satisfactory Academic Progress standards are notified of the disqualification and are provided with instructions to complete the appeal process. Appeal forms are available at www.csusm.edu/finaid in the "Forms" section. Appeal forms require Academic Plans be completed by academic advisors exceeding 150% attempted units relative to units required for program completion, or students with less than 55% pace.

The following examples reflect circumstances for which an appeal may be considered:

1. Illness, injury, or medical treatment that led to a complete or partial withdrawal, or failure to pass courses
2. Extreme financial hardship or change in legal circumstances
3. Compulsory military duty
4. Serious illness, injury or death of a parent/guardian, spouse, child, or loved-one

Financial Aid Satisfactory Academic Progress Probation

Post-baccalaureate students are eligible to receive financial aid while on Financial Aid Satisfactory Academic Progress Probation. Probation is a status given to previously disqualified students who submitted appeals which were approved. Students with appeals not requiring Academic Plans are automatically placed on Financial Aid Satisfactory Academic Probation for one following term. Students with appeals which require completion of Academic Plans may required one or more terms of probation. During the semester term(s) of probation, students must meet the conditions established on the Academic Plan in order to continue on probation for the remaining term(s). If students on probation do not meet the conditions to reestablish eligibility within the specified term(s), they are once again disqualified from financial aid. Additional appeals are allowed only if new circumstances occurred since completion of the previous appeal.