Standards of Academic Progress Policy

The Higher Education Act of 1965 mandates institutions of higher education that participate in Federal Title IV financial aid programs establish guidelines or standards of academic progress to monitor a student's academic progression toward a degree or certificate objective. Bishop State Community College's Standards of Academic Progress (SAP) applies to all students. The student's cumulative attempted hours, transfer credits, and cumulative grade point average are taken into consideration, regardless of whether a student paid for some or all of his or her courses and regardless of when the student took the courses.

Academic Year

For purposes of student financial aid programs, our academic year is defined as 30 weeks of instructional time (two 15week semesters) and at least 24 credit hours.

Standards of Academic Progress (SAP) Evaluation

Students are evaluated at the end of an academic year by an Standards of Academic Progress (SAP) Evaluation. For
students who begin in Fall Semester, this would be after grades are posted for the Spring Semester. If a student begins at any other time of year, SAP will be evaluated after two semesters. Less than full-time students will be evaluated after two semesters.

Minimum Grade Point Average

In order to retain eligibility for federal and state financial aid programs, a student must maintain the following Grade Point Average (GPA) based on the number of attempted hours. Attempted credit hours include all hours in which a student is enrolled after the drop/add period ends at Bishop State Community College, plus any transferred credit hours.

Completion Rate

Semester Hours Attempted Required Overall GPA
12-21... 1.50
22-32... 1.75
33 or more.. 2.00

Each student is required to successfully complete 67 percent of all credit hours attempted, which also include transfer hours. Attempted hours are credit hours that the student is enrolled in after the drop/add period and includes grades of A, B, C, D, F, IP, I, and W.

Example: Charles has attempted 35 credit hours at Bishop State Community College and transferred 20 credits into his program from Grambling State University. To retain his financial aid eligibility, Charles is required to complete 67%, or 36.85 credit hours, of the total attempted credit hours (35+20 = 55 X 67% = 36.85 credits).

Bankruptcy
Courses placed in ''bankruptcy'' by the College will still count as attempted hours.

Maximum Time Frame

Associate Degree Programs

Students enrolled in associate degree programs may receive financial aid for attempting up to 150 percent of the total credit hours required for the degree. *[**Example:** An Associate Degree in Nursing requires 72 credit hours. Students enrolled in this program of study may receive financial aid for attempting 108 credit hours (150% X 72 credits = 108 credits).]*

Certificate Programs

Students enrolled in programs of study that lead to a certificate can be compensated for attempting up to 150 percent of the total credit hours required for the program. *[**Example:** A certificate in Management and Supervision requires 24 credit hours. Students enrolled in this program of study may receive financial aid for attempting 36 credit hours (150% X 24 =36 credits).]*

Repeated Courses

Repeated courses will be counted as attempted hours in calculating the maximum time frame. NOTE: Courses repeated for the purpose of grade improvement will NOT be funded with federal aid. However, if a student is required, by his or her program of study, to repeat a course, the repetition is considered as not being done for grade improvement, but rather for continuation in the program of study, and therefore, is fundable.

Change of Major or Program

Bishop State Community College students are allowed to change their program of study or major twice and still continue to receive financial aid until their maximum time frame is reached.
Students changing their major or program of study are required to complete and submit to the Registrar's Office a ''Change of Major'' form. The Registrar's Office will determine how many credit hours from the previous major(s) or program(s) will count toward the new major or program. All attempted and earned credits applicable to the new major or program will be included in the calculation of the maximum time frame.

***Example**: Latisha changed her program of study from General Education to Nursing. She has attempted 90 credit hours under General Education. Fifty (50) credit hours from the General Education program will count toward the Nursing degree, which requires 72 credit hours to graduate. The maximum time frame for a Nursing degree is 108 credit hours (72 X 1.5). Latisha may receive financial aid for 58 credit hours (108 credits - 50 credits) before she loses her financial aid eligibility. The "Change of Major" forms (the same form can be used for a change of program) can be obtained from the Registrar's Office.*

Developmental Courses

Students who are required to enroll in developmental coursework may attempt up to 30 credit hours in developmental courses (per Federal guidelines). The 30 credit hours in developmental courses will not be counted in the maximum time frame for students' program of study.

***Example**: Jim has attempted 90 credits (maximum time frame for GNE A.S.). However, 20 of the credit hours that he has attempted are developmental courses. Jim can be paid an additional 20 credit hours before he loses his financial aid eligibility (90 - 20 developmental course credits).*