

Satisfactory Academic Progress Policy

Student Financial Services (SFS) will review federal aid applicants at the close of each payment period (term) to determine if Satisfactory Academic Progress (SAP) is being met in accordance with the academic standards published in the Student Handbook and federal regulations. SFS will review both the qualitative (cumulative grade point average) and quantitative (pace of completion) progress of enrolled students. This process is independent from, however as strict as, standards set forth by the Academic Review Board. Students who do not maintain SAP will become ineligible for federal and state financial aid.

General Requirements

Each student is responsible for meeting all degree requirements and for ensuring that the registrar's office has received all credentials. Each candidate for the degree of Bachelor of Arts is required to complete 32 units of academic work with a C average or better.

Quantitative (pace):

In order to maintain **Diploma Grade Standing**, students must complete no fewer than one fewer unit than the number of units they would have earned by passing four one-unit courses in each of their Wellesley semesters. Completion rates will be reviewed at the end of each academic year after the end of the spring semester.

In order to maintain **Satisfactory Academic Progress**, students must successfully complete at least 75% of courses attempted and be on pace to complete their degree within 11 semesters. Completion rates will be reviewed at the end of each academic period. Students enrolled in summer courses will be reviewed once the summer payment period has ended.

	Credits to progress	Diploma Grade Standing	Satisfactory (Fed/State Aid)
Semester One	4	3	3
Semester Two	8	7	6
Semester Three	12	11	9
Semester Four	16	15	12

Semester Five	20	19	15
Semester Six	24	23	18
Semester Seven	28	27	21
Semester Eight	32	32	24
Semester Nine			27
Semester Ten			30
Semester Eleven			32

Qualitative: Renewing students must maintain a cumulative grade point average of a 2.0 (C average or better). First year students must maintain a cumulative grade point average of 1.75. GPAs will be reviewed at the end of each payment period (term). Students enrolled in summer courses will be reviewed once the summer payment period has ended.

Repeat courses: One repeat per course will be factored into the cumulative gpa if the repeat is due to a failed course and will be counted into both attempted and completed courses. Both the failed attempt and the repeated course will be counted in the cumulative gpa.

Transfer credits: With prior approval from the Registrar's office, transfer credits will count toward completion but will not count toward a student's cumulative gpa (unless the credit was earned at Wellesley College).

Additional non letter grades: non letter grades received will be included in attempted units, however will not be calculated into the cumulative gpa and may include the following:

CR - Credit (requires a grade of C or better - fall 2003 forward); (as of fall 2014, this grade denotes that the student elected credit/no credit grading for the course)

I - Given for work incomplete at close of semester. "I" will remain and be followed by a grade, when that permanent grade is recorded.

INC - Permanent incomplete given if an earned final grade for excused or unexcused incomplete work is not submitted within the stipulated time period. No credit is earned.

MCR - (Mandatory) Credit

MCRD - (Mandatory) Credit with Distinction (in a course which requires credit/no credit grading as of fall 2014)

MNCR - (Mandatory) No Credit (in a course which requires credit/no credit grading as of fall 2014)

NCR - No credit (a grade below C was earned in the course); (as of fall 2014, this grade denotes that the student elected credit/no credit grading for the course)

NP - No pass (under the shadow grading policy effective fall 2014)

P - Credit in MIT course (requires a grade of D or better); (prior to fall 2014)

P - Pass (under the shadow grading policy effective fall 2014)

R - Credit (requires a grade of C or better); (prior to fall 2003)

RD - Credit with Distinction (used for some writing courses); (prior to fall 2003)

S - A two semester course to be graded at the end of the second semester (effective fall 2020)

TBG - A two semester course to be graded at the end of the second semester (used prior to Fall 2020).

WDR - A course dropped after the deadline to drop without notation on the record becomes a permanent withdrawal.; a non-punitive grade.

XI - Excused Incomplete, "I" will be replaced by a grade or "INC".

Notification and Right to Appeal: students who lose federal and state aid eligibility will be notified in writing, by email. Students will be given two weeks to appeal this decision, in writing. An appeal form and guidelines will be included with the official notification of loss of eligibility. Appeals received later than two weeks after notification will be reviewed at the discretion of the Director of Student Financial Services.

General criteria for appeals may include student's injury or illness, death of a close relative, or other special circumstances (which may include personal or family emergencies, natural disaster, etc).

Appeals:

An appeal form is preferred, however is not required if the student provides the following information:

A detailed account of

- Why the student failed to make sap
- What has changed that will allow the student to make sap going forward
- Steps the student will take toward making SAP
- Students who submit appeals agree to be put on an academic plan if the appeal is granted.

Appeals will be reviewed by the SAP Appeal Review Committee. If the committee approves the appeal, the student will be given SAP Probation. Students on SAP Probation must meet with an academic advisor, Registrar, Dean or equivalent as designated by the committee and receive an Academic Plan specifically designed for them.

Regaining eligibility: Students may regain eligibility without an Academic Plan by achieving the SAP standards as indicated.