

Satisfactory Academic Progress (SAP)

The Financial Aid Office uses the following policy to measure SAP (You must meet **both** criteria to maintain SAP)

- Maintain a cumulative Pace Rate of 67% of all units attempted (Pace Rate)
- Maintain a cumulative 2.0 Grade Point Average (GPA)

Federal regulations require that the standards applied to students receiving financial aid also apply during periods when a student is not receiving federal aid.

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Appeal Process:

Must submit Appeal Form, SEP and FATV GetSAP PASS Certificate together. Incomplete appeals will not be considered.

Submit a FAFSA application for the current academic year

- Go to: www.fafsa.gov
- Financial aid file must be completed (all required documents submitted)

Complete Appeal Form

- Explain what happened – be clear and to the point
- Explain what you will do to get back on track

Student Educational Plan (SEP)

- Schedule an appointment with a Counselor
- SEP must be current, long term and show educational goal/major

Financial Aid Counselor – Contact the Financial Aid Office

General Counselor – Contact the Counseling Division

Complete an online SAP Counseling Session

- SAP Counseling Sessions are now offered at: <https://skylinecollege.get-counseling.com>
 - Make sure to print your certificate of completion indicating that you PASSED and submit along with SEP and Appeal Form.
- Certificate must have your name and student ID Number

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If Approved – you must meet the below Strict Stipulations:

- Successfully complete and pass all classes enrolled in with a grade of C or better
No grades of W (Withdraw), NP (No Pass), I (Incomplete), D or F