

# MINIMUM ACADEMIC PROGRESS REQUIREMENTS

## STUDENT STATUS

Any change of status is made in accordance with policies established by the Admissions and Persistence Committee or the Judicial Board. Decisions on student academic status will be made at the end of the Fall and Spring Semesters, and at the end of the Summer Session. A full-time student is one who attempts 12 or more hours in a semester. A half-time student is one who attempts at least 6 but less than 12 hours in a semester. A part-time student is one who attempts less than 6 hours in a semester.

## REQUIREMENTS FOR GOOD ACADEMIC STANDING

A student is in Good Standing as long as that individual maintains the minimum required grade point average and makes satisfactory academic progress toward a degree.

### (1) MINIMUM REQUIRED GRADE POINT AVERAGE

Following the first semester of enrollment, the student must have a Eureka College cumulative grade point average of at least 1.75 to remain in Good Standing. After each subsequent semester of enrollment, the student must have a cumulative grade point average of at least 2.00 to remain in Good Standing. Failure to maintain the minimum required grade point average will result in a change of academic status to one of the following: Probation, Suspension, or Dismissal.

### (2) SATISFACTORY ACADEMIC PROGRESS

All students must demonstrate Satisfactory Academic Progress toward their degrees by completing a minimum number of credit hours per academic year and by completing their degree requirements within a specified time limit. The academic year begins with the Fall Semester and ends with the Summer Session.

Full-time students must successfully complete a minimum of 21 credit hours per academic year. Half-time students must successfully complete a minimum of 12 credit hours per academic year. Part-time students must successfully complete at least 75% of their attempted hours per academic year. Full-time students entering mid-year need to complete at least 12 hours, half-time students entering mid-year need to complete at least 6 hours, and part-time students entering mid-year need to complete at least 75% of their cumulative attempted hours by the end of the academic year to demonstrate Satisfactory Academic Progress.

Satisfactory Academic Progress will be checked at the end of the Spring Semester. Students may use the Summer Session to make up any hours lost during the Fall and Spring Semesters.

Students must complete their degrees within 150% of the program length. Therefore, Eureka College students can attempt no more than 186 hours (based on our program of 124 hours) toward their degrees. Failure to complete degree requirements within this time frame will result in ineligibility for federal financial aid. Transfer credits accepted by the Records Office as well as Eureka College courses with incompletes, audits, withdrawals, noncredit remedial courses, and/or grades of F are included as attempted hours.

## ACADEMIC AND PROGRESS WARNINGS

If a student's semester grade point average is below a 2.00 and the student remains in Good Standing, he or she will be sent an Academic Warning by the Records Office. If a full-time student earns less than 12 hours in the Fall Semester, if a half-time student earns less than 6 hours in the Fall Semester, or if a part-time student earns less than 75% of their cumulative attempted hours in the Fall Semester, the student will be sent a Progress Warning by the Records Office. Progress Warnings will also be issued at the end of the Spring Semester.

## ACADEMIC PROBATION

A student who does not maintain the cumulative grade point average required for Good Standing will be placed on Academic Probation. However, if the student earns a semester grade point average of less than 1.00, he or she will be placed on Academic Suspension and must wait for a period of one semester before applying for readmission. A student on Academic Probation may not participate in any co-curricular activity unless approved by the Admissions and Persistence Committee on appeal by the student. A student on Academic Probation will be reinstated to Good Standing when the cumulative grade point average is equal to or above 2.00.

A student who fails to meet the grade point average requirements for Satisfactory Academic Progress may be placed on Academic Probation for a maximum of three consecutive semesters. After the first and second semesters of Academic Probation a student must attain a *semester* grade point average of at least 2.00 and the number of credit hours earned must comply with the standards set forth in the Satisfactory Academic Progress policy (see above) to be continued on Academic Probation. Failure to meet these requirements will result in Academic Dismissal from the College.

By the end of the third consecutive semester of Academic Probation, the student's *cumulative* grade point average must be 2.00 or higher and the number of credit hours earned must comply with the standards set forth in the Satisfactory Academic Progress policy (see above). Failure to meet these requirements will result in Academic Dismissal from the College.

Students who fail to earn enough credit hours during an academic year to demonstrate Satisfactory Academic Progress will be placed on Financial Aid Probation for a period of one semester, during which they must earn enough hours to: (a) make up the deficiency from the previous academic year; and (b) demonstrate Satisfactory Academic Progress for the current semester (11 hours for full-time students, 6 hours for half-time students, and 75% of attempted hours for part-time students). Failure to earn enough hours will result in being placed on Financial Aid Suspension for the following semester.

## ACADEMIC SUSPENSION

A student will be placed on Academic Suspension for the next semester if the student is in Good Standing but earns a semester grade point average below a 1.00, or if a student who has been granted a semester of probation for failing to earn enough hours in the previous academic year to demonstrate Satisfactory Academic Progress fails to earn enough hours during that semester to make up the deficiency and demonstrate Satisfactory Academic Progress for that semester.

If suspended, a student must apply for readmission to the College after a period of one semester. Suspended students are encouraged to demonstrate academic success at another institution before applying for readmission to Eureka College.

## ACADEMIC DISMISSAL

A student on Academic Probation who fails to earn a semester grade point average of 2.00 will be Academically Dismissed. Students Academically Dismissed from the College are not encouraged to consider the possibility of readmission.

## APPEALS

A student who has received an Academic Suspension or Dismissal may file a written appeal to the Admissions and Persistence Committee, whose decision is final. However, a student on Academic Probation resulting from the successful appeal of an Academic Suspension or Dismissal who fails to earn the grade point average or hours necessary to continue on probation or to be promoted to Good Standing will not be permitted an appeal.

Appeals must be made on the basis of mitigating circumstances beyond the student's control as determined by the Admissions and Persistence Committee. Whenever possible, documentation must be provided in such cases.

**STUDENT RESPONSIBILITY STATEMENT**

Attached is your financial aid award letter for the 2009-2010 academic year. Below is a brief description of each type of award. Please review each item that applies to you. Be sure you understand the student responsibilities and the method of disbursement for each award. Federal regulations require that students receiving financial assistance maintain satisfactory academic progress. On the back of this sheet is the Minimum Academic Progress Requirements needed to continue receiving financial assistance.

**FEDERAL AND STATE ASSISTANCE**

**PELL GRANT** The PELL Grant Program is the largest federal student aid program with awards ranging up to \$5350. Unlike loans, grants do not have to be repaid. Once your application has been verified, your account will be credited each semester with the amount you are eligible to receive.

**ISAC-MAP** (Illinois State Scholarship Monetary Award Program) Residents of Illinois may qualify for a MAP grant. Payment for each semester is being made according to the equivalent number of credit hours eligible for MAP payment, with a minimum of 3 and a maximum of 15 MAP Paid Credit Hours.

**SEOG** (Supplementary Education Opportunity Grant) This grant is funded from Federal Title IV monies. Once the SEOG monies are distributed among students, no additional awards may be given. Credit is applied directly to the student's account.

**FWS** (Federal Work Study) Eureka College received Federal Title IV funds to assist the College in providing student campus employment. A work award is the maximum amount a student may earn through on-campus employment. This does not guarantee the availability of work or that the student will earn the total award. Paychecks are distributed every two weeks for hours actually worked. Credit for amount earned may be directed to the student's account as a cash payment if requested by the student and agreed to by the Student Accounts Manager.

**STAFFORD LOAN** (Guaranteed Student Loan) A low interest loan made to the student by a lender to help you pay for your educational expenses. Loan money comes to the Financial Aid Office in the form of Electronic Funds Transfer and is credited to the student's account. The received portion of the loan could be decreased 3% by a bank origination fee.

**PERKINS LOAN** (National Direct Student Loan) A low interest loan processed by Eureka College. Perkins money is credited directly to the student's account.

**INSTITUTIONAL ASSISTANCE**

**INSTITUTIONAL FUNDS** Eureka College organizes scholarships, awards, and grants to assist students in meeting tuition costs. These may be renewed annually providing the student meets the GPA requirements. Credit will be applied directly to the student's account.

**WP** (College Work Plan) Jobs funded by Eureka College to allow students to work on campus part-time. If a student has an outstanding balance on their account these earnings are expected to be used to reduce the student's bill. See FWS for disbursement procedures.

**RENEWAL OF INSTITUTIONAL SCHOLARSHIPS, GRANTS, AND AWARDS**

- A. Satisfactory progress must be met. Check cumulative hours according to the policy.
- B. Grants will be renewed as long as the student meets specific GPA requirements (see Scholarships and Grants on web-site).
- C. Students who received institutional scholarships (Reagan, Presidential, Deans, etc) are expected to maintain academic good standing. Students who are not meeting the expected criteria will be reviewed by committee. The scholarships may be revoked if an acceptable GPA is not maintained.

Fifth year students (after 8-full semesters) should consult the Financial Aid Office to review eligibility for institutional assistance.

**STIPULATIONS**

I accept the financial aid awards offered and understand the following stipulations:

- That a violation of the school Drug and Alcohol Policy can cause loss of financial aid.
- That the award indicated is based on full-time enrollment for a year and will be reduced if I carry less than 12 credit hours per semester (which includes 099 Math).
- That my aid package may be modified if additional awards are received.
- That I have read and understand all Eureka College Standards of Minimum Academic Progress as stated on the reverse side of this sheet.
- That I must provide all requested documents for validation/verification of my financial aid information.
- That I have not received (or met the requirements for) a bachelors degree.
- That I must carry 6.0 credit hours or more per semester to receive financial aid.
- That I have reported all prior aid received to the Financial Aid Office and will report any additional aid received.
- That I may not receive financial aid for hours of enrollment in audit courses, correspondence courses, or repeat courses where I have already received a grade of A, B, C, or non-credit remedial courses.

**STATEMENT OF EDUCATIONAL PURPOSE, REGISTRATION, AND DEFAULT STATUS**

I certify that I will use any money I receive under the federally assisted loans, grants, or work study program only for expenses related to my being a student at EUREKA COLLEGE.

\_\_\_\_ I certify that I am registered with the Selective Service.

\_\_\_\_ I certify that I am not registered with the Selective Service because:

- \_\_\_\_ I am female
- \_\_\_\_ I am in the armed services on active duty (note: does not apply to members of the Reserves and National Guard who are not on active duty.)
- \_\_\_\_ I have not reached my 18<sup>th</sup> birthday
- \_\_\_\_ I was born before 1960
- \_\_\_\_ I am a permanent resident of the Trust Territory of the Pacific Islands or the Northern Marianas Islands.

I have read and understood the Student Responsibility Statement and Minimum Academic Progress Requirements, and I certify that I am not in default on any loan made under the Stafford, PLUS, or Perkins Loan Program for attendance at any institution, and I do not owe a refund on a grant received under the PELL, SEOG, or SSIG program for attendance at an institution.