



FINANCIAL AID OFFICE
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Federal Satisfactory Academic Progress Standards for Title IV Financial Aid

Federal regulations require colleges to monitor the academic progress of each applicant for federal financial assistance. The City University of New York first published minimal standards for academic progress in 1995. Recent revisions to these standards reflect the new federal regulations that became effective for the 2011 -2012 award year.

All students must satisfy the following qualitative and quantitative academic standards in order to remain eligible for federal financial aid. These qualitative and quantitative standards refer to the following Title IV Federal Aid programs: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study, Federal Perkins Loan, and William D. Ford Federal Direct Loans.

Students will be measured against the Title IV Satisfactory Academic Progress Standards at the end of each spring semester in order to determine eligibility for the upcoming year. Those who fail to meet the academic standards will have their federal aid automatically suspended until they meet the minimum standards that are listed below.

PLEASE NOTE: Students who can document that extraordinary or exceptional circumstances resulted in their failure to satisfy academic requirements may be able to apply for a waiver to receive federal aid for another semester. Additional information and forms are available on the City College of New York Financial Aid website.

Qualitative Standard:

Undergraduate students – Students must achieve the following Grade Point Average (GPA) at City College:

- .5 -12 attempted credits = 1.50 GPA required
- 13 -24 attempted credits = 1.75 GPA required
- 25+ attempted credits = 2.00 GPA required

The regulations also stipulate that a student must have a minimum GPA of 2.0 after attending school for four semesters without regard to enrollment status and superseding the above table.

Graduate students – must achieve a GPA of 3.00.

Quantitative Standard

Undergraduate students - In addition to achieving the required Grade Point Average students must also accumulate credits toward the degree according to the following City University standards:

Attempted credits must be no more than 150% of the credits (180 credits) needed for the completion of the degree

and

Accumulated (or earned) credits must be equal to or greater than $[(.75 \times \text{credits attempted}) - 18]$

Title IV Financial Aid Appeal Policies and Procedures for Reinstatement of Aid

Students who fail to meet the qualitative or quantitative standards may appeal to City College's Federal Financial Aid Appeals Committee to have eligibility restored. The appeal procedures enable students to have their federal aid reinstated if they can demonstrate that exceptional or extraordinary circumstances resulted in their failure to satisfy academic requirements. *Examples of extraordinary circumstances are personal illness or injury, personal tragedy or death of a family member or a change in academic program.* Students should carefully review the policies and procedures below:

1. Complete the "Appeal for Financial Aid Clearance" form on the other side of this sheet.
2. Submit, to the Financial Aid Office, a typed business letter that describes the basis for your appeal. Your appeal must explain why you failed to make satisfactory progress and what has changed in your situation that will allow you to make satisfactory progress at the next evaluation period. *(Most students must submit, to the financial Aid Office, an "academic plan" after meeting with their academic advisor. The academic plan should address how you will meet academic requirements by the end of the term.*
3. Attach copies of any documents that support the extraordinary circumstances you describe in your appeal.
4. The City College Federal Financial Aid Appeals Committee will review your appeal. A decision will be made in approximately three weeks. (An appeal may be approved for full-time enrollment, part-time enrollment, or it may be denied.) You will be notified of the committee's decision, via your CCNY email address.
5. Students whose appeals are approved will be advised of the academic requirements they must meet while on probation. They will also be advised of possible consequences should they fail to meet those requirements.
6. If your federal financial aid is reinstated, it will be automatically applied to your City College financial aid record.
7. Students whose appeals are denied, or those who have not appealed and choose to attend City College without Title IV federal financial aid, may request a review of their academic records after the completion of additional credits to determine whether the courses taken have brought them up to the appropriate standards.
8. Students cannot automatically regain eligibility simply by paying for their classes or registering for classes after a period of non-attendance.
9. All students on academic probation are expected to consult with their academic advisors regarding academic support services that are available at the City College.

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