Satisfactory Academic Progress Review Process

At the time the CRC Financial Aid Office begins review of your financial aid file, a review of your academic progress is done.

You are then placed in one of two categories: “Good Standing” or “Denied”.

Students who are “denied” have been determined no longer eligible to receive aid due to:

- unsatisfactory academic progress, and/or
- attempted over 72+ units or degree earned.

If you are denied financial aid due to unsatisfactory academic progress, you may appeal to be considered for financial aid.
What is the SAP Policy?
In order to be eligible for financial aid, you must meet both of the following conditions:

- **GPA**: Maintain a minimum 2.0 cumulative GPA at CRC.
- **Progress Percentage**: Complete a minimum of 75% of units attempted at CRC.

Units/GPA earned in courses that were approved through a CRC Consortium Agreement are calculated for Progress Percentage and GPA requirements. 

The following grades are considered:

- “F”
- “NP”
- “NC”
- “W”
- “I”
- “IP”

(Total CRC Units Attempted)  

Must be 25% or less
Satisfactory Academic Progress:
Attempted over 72+ units or degree earned

Students who have earned an associate’s degree, attempted 72+ units (or have attempted 150% of the program requirement if pursuing a certificate program) will be automatically considered ineligible for Financial Aid, however they do have the option to appeal to be considered for financial aid.

Students with a Bachelors Degree, the equivalent to a Bachelor’s degree, or a higher degree and/or have attempted over 120 units are not eligible for grants or loans, and DO NOT have the option to appeal.
Attempted Units

CRC considers the following when determining the amount of units you have attempted:

- Units earned at all institutions, including CRC, with or without the assistance of financial aid are calculated.
- You are required to submit unofficial transcripts from all outside institutions to the CRC Financial Aid Office. We do not look at GPA or progress percentage from colleges outside CRC, only units completed.
- Discounted units do not affect GPA but are counted in the attempted units (progress percentage).
- Units/GPA earned via a Consortium Agreement are used when calculating Passing Percentage and GPA.
The Appeal Process
Submitting a Dismissal Appeal due to Progress Percentage and/or GPA

In addition to completing the Dismissal Appeal form, you will need to submit the following:

- **Submit a typed statement that addresses the following:**
  - Reason(s) that caused you not to make satisfactory academic progress
  - *All* unsuccessful terms in your academic history, term by term!
  - What you have changed to ensure you are successful in the upcoming semesters

- **Attach supporting documents:**
  - You must attach documentation for each semester that you did not make satisfactory academic progress if it is possible to document the situation.
  - Appeals without supporting documents may be denied
Examples of Supporting Documents

- Medical documents
- Obituary or death certificate of an immediate family member.
  - Immediate family for purposes of a financial aid appeal are parents, siblings, children, spouse, or grandparents
- Military Orders
- Verification of natural disaster
- Documentation by a 3rd party professional (example: police records, court documents, etc.)
Submitting an Appeal due to attempted 72+ units or degree earned.

In addition to completing the 72+ Attempted/Degree Earned Appeal form, you will need to submit the following:

- **A typed statement addressing the following:**
  - Your educational goal at CRC
  - Why you have not met graduation/transfer requirements
  - What actions you have taken to make sure you will graduate/transfer in the near future
  - Provide any documentation available to support your reasons
  - Attach copy of your educational plan developed by CRC counselor

- **Students who have completed a degree must also:**
  - Explain why you are not currently using your completed degree and why you are returning to a community college
Appeal Results

Appeals can take up to eight weeks to be reviewed, you will be emailed the decision or you may check My CRC Aid.

In My CRC Aid, the results are as follows:
- “Approved” = Approved Appeal = Eligible
- “Received” = Denied Appeal = Not Eligible

If approved, it can take up to two weeks after the appeal is approved to receive your financial aid disbursement.
Key Points in the SAP Policy

- If your 72+/Degree earned appeal is approved, please note we will only fund the courses that the counselor has indicated are required for your major and educational goal.

- If your appeal(s) is approved, your academic progress will be reviewed semester by semester. Failure to make satisfactory academic progress during the term in which your appeal was approved, will automatically disqualify you for aid for the following semester.

- If your appeal is denied, it is denied for the entire academic year and there is no option to re-appeal.

- If your appeal is denied, your financial aid eligibility will re-evaluated when you meet the academic SAP requirements.
Tips for Success

- Do not withdraw excessively from classes
- Earn passing grades
- Make progress toward your degree
- Only register for classes that are consistent with your educational goal and major
- Avoid changing majors
- Check your “My CRC Aid” account regularly
- Be aware of Financial Aid dates & deadlines
There are services to help you achieve your academic goals!
We want you to be successful here at CRC—visit the CRC Student Services Website for more information on the programs listed below.

- EOPS/CARE (691-7465)
- CalWORKs (691-7465)
- Career Center (691-7456)
- MESA (691-7338)
- Counseling (691-7316)
- Library (691-7265)
- Tutoring Center (691-7425)

- Labs:
  - Accounting Lab (691-7449)
  - Business/Lab (691-7297)
  - ESL Lab (691-7407)
  - Reading/Writing Lab (691-7123)
  - Math Center (691-7459)
If you have questions or for more information, please visit:

Financial Aid Office
Library Room 107
Monday-Thursday: 10:00am-6:00pm
Fridays: 10:00am-4:30pm
www.crc.losrios.edu
916-691-7325