



Satisfactory Academic Progress for Graduate and Professional Students

Campbell University has the following Satisfactory Academic Progress (SAP) Policy for students who receive financial aid. These standards require that a student progress toward a graduate degree during all periods of enrollment, including periods when a student did not receive financial aid. Campbell University will be **consistent in applying the SAP policies to full & part time students.**

SAP, as defined at Campbell University, is as follows:

Law School - Juris Doctor

Maintain a Numerical Cumulative Grade Point Average according to the following scale:

Full-time Semester Completed	Minimum Cumulative GPA
1 (15-29 hours attempted)	70
2 (30-44 hours attempted)	73.5
3 (45-59 hours attempted)	74.25
4 (60-74 hours attempted)	75
5 (75 or more hours attempted)	75

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

JD students will be allowed a maximum of 135 attempted hours to complete their degree. This the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Doctor of Pharmacy

Maintain a Cumulative Grade Point Average of 2.20

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

PharmD students will be allowed a maximum of 214.5 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Science in Clinical Research

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MSCR students will be allowed a maximum of 60.75 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment

Master of Science in Pharmaceutical Sciences

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

- MSPS students will be allowed a maximum of 46.5 attempted hours to complete their degree.
- MS Pharmaceutical Sciences Bioprocessing & Biotechnology and Pharmacology will be allowed a maximum of 54 attempted hours to complete their degree.
- MS Pharmaceutical Sciences Industrial Pharmacy will be allowed a maximum of 57 attempted hours to complete their degree.
- MS Pharmaceutical Sciences Multidisciplinary will be allowed a maximum of 58.5 attempted hours to complete their degree.
- MS Pharmaceutical Sciences Pharmaceutical Analysis will be allowed a maximum of 55.5 attempted hours to complete their degree.

This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Science in Public Health

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MSPH students will be allowed a maximum of 63 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Physicians Assistant Program

Maintain a Cumulative Grade Point Average of 2.0 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

M-PA students will be allowed a maximum of 180 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Science in Biomedical Sciences

Maintain a Cumulative Grade Point Average of 2.0

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MSBS students will be allowed a maximum of 56.5 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Doctor of Health Science

Maintain a Cumulative Grade Point Average of 3.0

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

Doctor of Health Science students will be allowed a maximum of 81 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Accountancy

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MACC students will be allowed a maximum of 54 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Business Administration

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MBA students will be allowed a maximum of 54 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Masters of Trust and Wealth Management

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MTWM students will be allowed a maximum of 67.5 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Divinity

Maintain a Cumulative Grade Point Average of 2.0 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

M-DIV students will be allowed a maximum of 135 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Arts in Christian Ministry

Maintain a Cumulative Grade Point Average of 2.0 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

M-CEDU students will be allowed a maximum of 72 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Doctor of Ministry

Maintain a Cumulative Grade Point Average of 2.0 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

DMIN students will be allowed a maximum of 54 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Education, A-Plus-Master's, Master of Arts Community Counseling, Master of Education School Counseling, Master of School Administration

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

- MEd in Elementary Education, Curriculum and Instruction, Academically and Intellectually Gifted, English Education (9-12), Exercise Science Education, Interdisciplinary Studies, Math Education (9-12), and Social Studies Education students will be allowed a maximum of 49.50 attempted hours to complete their degree.
- A+ M Elementary Education students will be allowed a maximum of 75 attempted hours to complete their degree.
- MEd Middle Grade A+M Language Arts, Math, and Social Studies students will be allowed a maximum of 79.5 attempted hours to complete their degree.
- MEd English A+M, Math A+M, and Social Studies A+M students will be allowed a maximum of 88.5 attempted hours to complete their degree.
- MEd Exercise Science A+M students will be allowed a maximum of 91.5 attempted hours to complete their degree.
- MEd School Counseling students will be allowed a maximum of 73.5 attempted hours to complete their degree.
- MA (community counseling) students will be allowed a maximum of 91.5 attempted hours to complete their degree.
- MSA (school administration) students will be allowed a maximum of 51 attempted hours to complete their degree.

These are the maximum allowable time frames for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Doctor of Osteopathic Medicine

Maintain a Cumulative Grade Point Average of 2.2 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

DOM students will be allowed a maximum of 394 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Doctor of Physical Therapy

Maintain a Cumulative Grade Point Average of 2.8 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

DPT students will be allowed a maximum of 186 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Health Professions Education

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MHPE students will be allowed a maximum of 45 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Arts in Faith and Leadership Formation

Maintain a Cumulative Grade Point Average of 2.0 (C)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

MAFLF students will be allowed a maximum of 54 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Arts in Teaching

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

Master of Arts in Teaching students will be allowed a maximum of 45 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

Master of Science in Applied Leadership

Maintain a Cumulative Grade Point Average of 3.0 (B)

Failure to maintain the above will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Cumulative Hours Earned

A student must pass (earn) at least 67% of their credits attempted (excluding non-credit courses). Failure to maintain this cumulative hours earned standard will result in a financial aid warning period not exceeding one (1) semester, and financial aid suspension at the end of that period if the student has not attained the above SAP standard.

Maximum Time Frame

Master of Science in Applied Leadership students will be allowed a maximum of 45 attempted hours to complete their degree. This is the maximum allowable time for receipt of eligible Federal Title IV Funds regardless of whether the student did or did not receive financial aid during any period of his/her enrollment.

When is Satisfactory Academic Progress evaluated? A student's SAP will be evaluated at the end of each academic semester (i.e., fall, spring and summer semesters).

New financial aid students with prior academic history: Campbell University students with prior academic history will be evaluated at the time they apply for financial aid. They will receive one of three financial aid statuses.

- **Eligible** – Student is meeting the minimum SAP standards or has no academic history. Fully **eligible** for financial aid.
- **Warning** – Student did not meet minimum SAP standards for cumulative GPA and/or 67% completion rate in the previous evaluation period. Student is still **eligible** for financial aid, but must reach all minimum standards by the end of the next evaluation period to maintain eligibility. A student cannot be on warning for two consecutive semesters.
- **Maximum Timeframe** – Graduate students must earn their degree within the timelines set by the graduate school per their graduate program. If a student exceeds these credit hour limits, they are not making progress toward a degree within the 150% federal requirement, therefore, student is **ineligible** for financial aid.

Transfer students and transfer credit hours: Students transferring to Campbell University are required to have all prior college transcripts evaluated for transfer credits. All credit hours accepted by Campbell University will be used to determine 67% completion rate and maximum timeframe of 150%.

Successful completion of a class is defined as earning a grade of A, B, C, D, TR, CR, CT, NG or P.

Non-Passing Grades: Unsuccessful grades of F, I, IC, NC, or W will be used in determining completion rate and timeframe.

Repeat courses: All repeat courses will be used in determining completion rate and timeframe. Actual letter grades are not included in the cumulative GPA. Students are permitted to retake a course once and receive federal funding.

Audited credit hours: Courses taken on an audit basis are not counted when determining the completion percentage or for purposes of determining your cumulative GPA.

How to re-establish eligibility?

- A student must bring his/her GPA and completion rate up to the minimum standards of the required CGPA, per matrix, and 67% completion rate. A student will be **ineligible** for financial aid and cannot be reimbursed during this time.
- Mitigating Circumstances: If a student has experienced mitigating circumstances (illness, family death, change of major) during the most recent evaluation period, they may submit an appeal to reinstate financial aid eligibility. Appeals must be received **within 30 days from** the start of class. If the request is granted, the student will be placed on **probation**. The student must include the following in an appeal:
 1. A personal statement explaining the mitigating circumstance and how it hindered you from meeting the established SAP standards.
 2. What has changed and what will you do to ensure you are meeting the SAP standards at the end of the next evaluation period.
 3. Supporting documentation (Ex: death certificate, change of major form, documentation from doctor, etc.).
- **Probation** – The student is expected to improve to minimum standards by the end of the next evaluation period. The student is eligible for financial aid, but must meet minimum standards by the next evaluation period.

If the request is not granted, the student will remain **ineligible** for financial aid until they meet all minimum standards.

- Timeframe Mitigating Circumstances: if a student has not completed their program of study within the 150% timeframe and there are mitigating circumstances (illness, job related, family illness, change of major), they may submit an appeal **supplemented with a degree audit** to reinstate financial aid eligibility for **ONE** semester only. If this application is granted, the student will be placed on probation.
- A student changing program of study from a Professional degree to a Master's program will be treated as described in the bullet above. If the request is not granted, the student will remain **ineligible** for financial aid.

Students are allowed ONE approved appeal.

STUDENTS WILL BE NOTIFIED, OF THEIR SAP STATUS, AT THE END OF EACH SEMESTER

NOTICE TO APPLICANTS

Student Financial Assistance Programs Disclosure of Social Security Account Number

Section 7(a) of the Privacy Act of 1974 (5U.S.C.552a) requires that when any federal, state, or local government agency requests an individual to disclose his or her Social Security Account Number, that individual must also be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited, and what use will be made of it. Accordingly, applicants are advised that disclosure of the applicant's Social Security Account Number (SSAN) is required as a condition for participation in student financial assistance programs sponsored by the federal government, state, or the local government, in view of the practical administrative difficulties that would be encountered in maintaining adequate program records without the continued use of the SSAN. The SSAN will be used to verify the identity of the applicant and as an account number (identifier) throughout the life of the loan or other type of assistance in order to report necessary data accurately. As an identifier, the SSAN is used in such program activities as determining program eligibility, certifying school attendance and student status, determining eligibility for deferment or repayment of student loans, and for tracing and collecting in cases of defaulted loans. Authority for requiring the disclosure of an applicant's SSAN is grounded on Section 7(a) (2) of the Privacy Act, which provides that an agency may continue to require disclosure of an individual's SSAN as a condition for the granting of a right, benefit, or privilege provided by law where the agency required this disclosure under statute or regulation prior to Jan. 1, 1975, in order to verify the identity of an individual.