

# Treasure Valley Community College

Code: **IKB/JECBB**  
Adopted: 6/22/05  
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3/20/12; 9/20/16  
Orig. Code(s): AR 903-15

## **Standards of Academic Progress for Recipients of Financial Aid and Veteran Affairs Benefits**

Students applying for or receiving financial aid assistance at TVCC must meet the following standards in all periods of enrollment to establish and maintain eligibility for financial aid and/or veteran's benefits. The Administrator of Student Services monitors and enforces Academic Standards (see IKA – Grading System) independently of the Standards of Academic Progress for recipients of financial aid and Veteran Affairs benefits.

The Standards of Academic Progress for recipients of financial aid and Veteran Affairs benefits are monitored and enforced for all aid applicants and aid recipients in all periods of enrollment without regard to an actual offer of or receipt of financial aid monies. Students must meet all general requirements and two standards of academic progress in order to establish and maintain eligibility for federal, state and institutional financial aid.

### **General Requirements (34 CFR 668.34)**

Students must complete Treasure Valley Community College admission requirements.

Students must have a high school diploma, GED or home school certificate. Students cannot be simultaneously enrolled in an elementary or secondary education program.

Students must be enrolled in an Associate of Arts, Associate of Science, Associate of Applied Science or an eligible one- or two-year certificate program.

### **1. GPA Requirement (34 CFR 668.34(a))**

Students must maintain a 2.0 quarterly GPA (as computed using a 4.0 scale);

Students who have attempted 90 college and remedial credits or more must maintain a 2.0 cumulative GPA;

Some awards have higher GPA requirements depending on their source. Please contact the awarding organization for additional information.

**2. Completion Rate Requirement (34 CFR 668.34(a)(6))**

Each quarter, students must complete a minimum number of credits attempted according to their enrollment status at the end of the full refund period as published in the quarterly class schedule.

Students who enroll:	Must Complete:
Full-time (12 or more credits)	12 Credits
Three-quarter time (9 to 11 credits)	9 Credits
Half-time (6 to 8 credits)	6 Credits
Less than half-time (less than 6 credits)	All credits attempted

Incompletes, repetitions and withdraws will all count against your completion rate and GPA.

**3. Maximum Credit Hour Requirement (34 CFR 668.34(a)(5),(b))**

Students must complete their degree or certificate program within the equivalent of 150 percent of the published number of credits required to complete the program. For example, the published length of an Associate of Arts degree is 90 credits; 135 attempted credits is the maximum allowed.

The 150 percent credit evaluation is calculated as follows:

- a. All TVCC credits attempted -plus-
- b. All repeated credits attempted -plus-
- c. All credits transferred from other colleges/universities -minus-
- d. All remedial credits attempted (course numbers less than 100, 45 credits maximum) = TOTAL

If, at any time, it is determined that a student has reached, exceeded, or cannot complete their degree requirements within the 150 percent limit, the student is ineligible for further aid. This 150 percent limit does not apply to VA benefits. See the VA Office for additional details.

Students who wish to use financial aid funds to complete a second degree or certificate at TVCC must submit an appeal to the Financial Aid Office along with a graduation plan for the second certificate/degree.

- a. All attempted credits from a prior certificate/degree that can apply to a second certificate/degree must be counted. Other non-remedial attempted credits that apply only to the prior degree program will be excluded from the 150 percent calculation for the second certificate/degree program.
- b. Students who appeal to complete a second degree successfully must continue to meet all financial aid standards of academic progress including the maximum credit hour requirement as calculated for the new degree program.

#### 4. **Notifications** (34 CFR 668.16(e)(4))

Satisfactory Progress Evaluations are made when a student initially applies for financial aid and at the conclusion of each quarter in which a student enrolls. (Students are considered “enrolled” if they are registered for classes at the conclusion of the full-refund period as published in the quarterly class schedule.)

##### a. Financial Aid “Warning”

Students in good standing who do not meet the standards of academic progress will be placed on financial aid “Warning”. In the event that a student does not meet standards of academic progress while on “Warning”, a student will be placed on academic probation. A student may not be placed on financial aid “Warning” for more than one term in a row. A financial aid “Warning” does not affect receipt of aid for subsequent quarters if the student meets standards of academic progress.

##### b. Financial Aid “Probation”

- (1) Students who do not meet the standards of academic progress while on “Warning” will be placed on financial aid “Probation.” A financial aid “Probation” prevents a student from receiving further financial aid at TVCC without filing a Financial Aid Probation Appeal and meeting with an academic advisor to develop a plan for academic success.
- (2) Students in good standing or otherwise who have attempted 90 credits and have less than a 2.0 cumulative GPA are immediately placed on financial aid “Probation” and referred to an academic advisor.

#### 5. **Appeals and Reinstatement** (34 CFR 668.34(c)(d))

A student on “Warning” or “Probation” who meets all standards of academic progress in a subsequent quarter of at least half-time enrollment (6 credits minimum) will be removed from financial aid “Warning” or “Probation” and placed in “Good” standing.

Students who are placed on financial aid “Probation” may appeal. Forms are available at [http://www.tvcc.cc/current/financialaid/finaid\\_forms.cfm](http://www.tvcc.cc/current/financialaid/finaid_forms.cfm) or in the Financial Aid Office.

A student must complete the following processes to successfully appeal their financial aid “Probation”:

- a. Fill out the Financial Aid Probation Appeal form with a detailed explanation of what the student will change in order to successfully complete their courses.
- b. Meet with a Student Services advisor to discuss the student’s academic situation and complete a graduation plan. Attach that plan to the appeal form.
- c. Provide evidence of a scheduled appointment with that advisor at the mid-way point of the term to discuss how the student is progressing.
- d. The student will agree to any restrictions on courses and/or funding during the “appeal” quarter, which is required by either the academic advisor or the Financial Aid Office.

If a student on “Probation” fails to meet the standards of academic progress in the term covered by the appeal, they may not file a second consecutive appeal and will be required to pay for a term of at least 6 credits, and complete it successfully before becoming eligible for financial aid again.

## **6. Terms and Definitions (34 CFR 668.34)**

### **Grading Symbols**

The following are credits successfully completed: “A”, “A-”, “B+”, “B”, “B-”, “C+”, “C”, “C-”, “D”, “S”.

The following are **not** credits successfully completed: “F” = Failing, “FN” = Never Attended, “U” = Unsatisfactory, “I” = Incomplete, “W” = Withdrawal, “AU” = Audit, “NG” = No grade, “WIP” = Work in Progress.

### **Repeat, Incomplete, Open-Ended and Audit Courses**

Financial aid will only pay for courses to be repeated once (after any grade other than “W”). The student should consult with his/her faculty or academic advisor.

Some award may pay for a course to be repeated depending on their source. Please contact the awarding organization for additional information.

Incompletes must be arranged with instructors and must be completed as indicated by the instructor. For financial aid purposes, courses extended beyond a single term of enrollment are **not** credits successfully completed.

Audits must be arranged in advance with the instructor, are not eligible for financial aid, and do not count as classes completed for financial aid purposes.

### **Non-Credit and Remedial Courses**

Non-credit, community education, developmental education, adult basic education, and ESL courses which do not apply toward an eligible degree or certificate program are not eligible for financial aid. Financial aid funding for remedial courses (numbered below 100) is limited to 45 total credits.

END OF POLICY

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#### **Legal Reference(s):**

[ORS 341.529](#)  
[ORS 341.531 to-534](#)

HEA Sec. 484(c), 34 CFR 668.16(e), 34 CFR 668.32(f), 34 CFR 668.34