

**OKLAHOMA BAPTIST UNIVERSITY**  
**SATISFACTORY ACADEMIC PROGRESS POLICY**

**I. Eligibility Criteria**

- A. To be eligible for federal financial assistance at Oklahoma Baptist University, a student must:
  - 1. Be admitted as a regular degree-seeking student.
  - 2. Be enrolled in a program of study leading to a degree.
  - 3. Be making satisfactory academic progress as defined by this policy.
  
- B. Enrollment requirements for the various federal and state aid programs are as follows:
  - 1. Pell Grant - awards range from less than half-time up to full-time enrollment.
  - 2. Federal Supplemental Grant, Perkins Loan and Work-Study - require a full-time enrollment due to the limited availability of funds and they are limited to students seeking their first bachelor's degree.
  - 3. Oklahoma Tuition Aid Grant - requires a minimum of half-time enrollment.
  - 4. Oklahoma Tuition Equalization Grant - full-time enrollment is required.
  - 5. Stafford and PLUS Loans - require a minimum of half-time enrollment.
  - 6. Oklahoma's Promise (formally OHLAP) - does not require a minimum enrollment.
  
- C. Definitions of half-time and full-time enrollment for federal aid are as follows:
  - 1. Full-time enrollment for any semester is defined as a minimum of 12 credit hours for undergraduate students and 9 hours for graduate students.
  - 2. Half-time enrollment for any semester is defined as a minimum of 6 credit hours for undergraduate students and 5 hours for graduate students.
  
- D. Repeat Courses - Students who are otherwise meeting SAP standards, may be paid for one repeat of a course in which they previously obtained a passing grade. However, if student failed the course, the number of repeats are not limited as long as they are otherwise meeting SAP standards.

**II. Satisfactory Academic Progress**

- A. Satisfactory Academic Progress is measured in three areas –
  - 1. Hours Earned Percentage – Must complete 67% of total hours attempted
  - 2. Cumulative Grade Point Average – Must be at least a 2.0 (transfer hours are included)
  - 3. Maximum Attempted Hours - The following table outlines the maximum attempted hours allowed for OBU degree programs.

<b>Degree</b>	<b>Maximum Attempted Hours Allowed</b>
First Bachelor's Degree	192 hours
Second Bachelor's Degree	250 hours
Master's Degree	48 hours

- B. Grade definitions
  - 1. The following grades shall count as hours completed (earned) for satisfactory progress: "A", "B", "C", "D", "S"
  - 2. The following grades do not count as hours completed (earned) for satisfactory progress but will count as hours attempted: "F", "W", "I", "E", "U", "FX", "IP", "Audit". With the exception of "Audit", all will be counted as failing grades. If a student receives all FX grades indicating they failed due to non-attendance, it may be necessary to complete a Return of Title IV calculation which may result in part of all federal funds being returned.

- C. At the end of each fall semester, progress will be reviewed for students previously on probation to verify completion of probation requirements or to verify the academic plan goals were met.
- D. At the end of each spring semester, the following items will be reviewed:
  - 1. The number of credit hours earned (to check percentage at least 67% and verify student has not exceeded maximum hour allowed).
  - 2. Cumulative grade point average.
  - 3. Terms of probation students.

### **III. Financial Aid Suspension**

- A. At the end of each academic year (spring semester), if measurable academic progress has not been achieved (see IIA above), the student will be placed on financial aid suspension.

### **IV. Earned Reinstatement**

- A. Insufficient earned hours percentage - A student may gain reinstatement by completing the necessary deficient hours without the benefit of federal financial assistance, while at the same time continuing to meet the appropriate cumulative grade point average requirements. Deficit hours may be completed at any accredited institution but courses must apply to student's degree requirements.
- B. Insufficient overall grade point average - A student may gain reinstatement by achieving the required overall grade point average without the benefit of federal financial assistance. Hours may be completed at any accredited institution but courses must apply to student's degree requirements.

Once a student has earned reinstatement, they must submit a transcript to the Student Financial Services office and request reinstatement of federal aid eligibility.

### **V. Probation (Approved Appeals)**

- A. Any student placed on financial aid suspension may appeal if mitigating circumstances exist. Examples of mitigating circumstances may be death in the family, student illness or injury, family member illness, etc. This may be done by completing an appeal form available in the Student Financial Services office.
- B. The Director of Student Financial Services will review the student's appeal and determine whether the appeal is approved. The student will be advised by email of the decision. If approved, student will be placed on Probation. Probation may be for the following term or student may have to complete an Academic Plan with their respective Dean in order to continue receiving federal aid.