



HIGH POINT UNIVERSITY

The Premier Life Skills University®

Office of Student Financial Planning

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GRADUATE FINANCIAL AID STANDARDS OF ACADEMIC PROGRESS

Statement of Standards: Students are required to maintain standard academic progress and remain in academic good standing to continue eligibility for financial assistance. Students who are applying for financial assistance are expected to be enrolled full-time each semester during the academic year. Students enrolled less than full-time will be subject to reductions in assistance.

For *online* and *enrollment unrestricted* graduate programs, full-time enrollment is defined as 6 or more credits; for *enrollment restricted* graduate or professional programs, full-time enrollment is determined by the program for each cohort. *Students enrolled less than full-time must notify the Office of Student Financial Planning.*

Federal Regulations require the University's Standard of Academic Progress to include the following:

Qualitative Measure: Students must maintain the minimum cumulative grade point average (GPA) specified by each graduate or professional program.

Maximum Time Frame: Federal regulations allow up to 150% of the normal time required to complete a degree program. The maximum time frame restrictions include all hours attempted, regardless of whether financial aid was received or not. At HPU, students have 5 years to complete a Master's degree and 6 years to complete a Doctorate.

Quantitative Measure: To remain in good academic standing and retain eligibility for financial aid, Students must successfully complete at least *two-thirds of all hours attempted* to include Pass/Fail, repeated courses, incompletes, and courses dropped after the last day to drop a course without penalty (as published in the academic calendar).

Program	Credits Required to Graduate	Maximum Allowable Attempted Credits
M.B.A. (all concentrations)	30	45
M.A. (Communication & Business Leadership)	30	45
M.A. (Communication)	31	47
M.Ed.	36	54
M.A.T.	45	68
Ed.D.	60	90
D.P.T. (cohort 2023)	129	194
D.P.T. (cohort 2024, 2025)	131	197
M.S.A.T.	73	110
M.P.A.S.	107	161
Pharm.D.	152	228
M.S.B.S.	39	59
M.H.A.	46	69
D.M.S.	62	93

Special Grading Notes:

1. Grades of W (Withdrawal), WF (Withdraw Failing), I (Incomplete), or NC (No Credit) are not considered satisfactory completion of a course therefore are not earned hours. They will however count as attempted hours.
2. An “I” grade can become acceptable as earned hours only if the course requirements are completed within the time prescribed by the University and the student received a passing letter grade.
3. For courses taken as P/F (Pass/Fail), if a grade of Pass is received, it will be counted as attempted and earned hours but will not impact GPA. A grade of Fail will count as attempted hours and will impact GPA.
4. All transfer credit accepted by High Point University will be counted as attempted and earned hours but will not be factored into cumulative GPA calculation.
5. While grades of W, WF, I, CR, and NC do count in the quantitative measure of progress in terms of the earned versus attempted hour ratio, these grades will not be factored into the qualitative measure of maintaining minimum grade point average.

Less than Full-Time Enrollment: Students who enroll less than full time will be eligible for federal assistance only. The quantitative Standards of Academic Progress for less than full-time attendance are measured on a percentage basis compared to the full-time standards. A student attending less than full time will still be required to maintain the same cumulative grade point average associated with the total hours attempted.

Electives: Only courses that apply to the student’s degree plan may be considered in determining their enrollment status in application for financial assistance. Courses taken outside the student’s major requirements or courses taken as “fill-in” to maintain a certain level of enrollment will not be considered as enrolled hours for eligibility purposes.

Repeating Courses: Students who receive a passing grade in a course may repeat a course only *one time*. If a student enrolls for a course that they have already repeated once where a passing grade was received, they cannot be considered for financial assistance for that second repeat.

Multiple Programs / Dual Enrollment: Students who enroll in more than one graduate program but are not enrolled in both concurrently will only have their Satisfactory Academic Progress (SAP) calculated based on their current program of study independent of the other program(s). Students who show coursework and grades for more than one graduate programs concurrently (Dual Enrollment) will be evaluated for SAP based on both programs at the same time. Dual enrolled students must be meeting SAP for both programs to remain eligible for financial aid.

ACADEMIC PROGRESS PROCEDURES

Academic progress is reviewed at the end of each Summer semester. Students not making Satisfactory Academic Progress for financial assistance will receive a letter from the HPU Office of Student Financial Planning stating they are no longer eligible to receive aid from any federal, state, or institutional program. At this point, students will have three options.

- 30 Attend High Point University on their own without financial aid until they have met the minimum requirements of Satisfactory Academic Progress.
- 40 Submit a letter of appeal stating the reason(s) why they have not met the minimum standards along with any supportive documentation that verifies the circumstances that affected the students' ability to meet the minimum standards. Additional information on the Appeal Process is provided below.
- 50 Submit an approved Academic Plan for Improvement. This academic plan is a committed strategy that presents the student's goal to get back on track in meeting the standards of Academic Progress and successfully completing degree requirements. Additional information on the Academic Plan For Improvement is provided below.

Appeal for Probationary Semester: Students who are not academically dismissed from the University may submit a written statement of appeal for *one* additional semester of financial assistance if they feel there are special circumstances that prevented them from meeting the minimum standards of Satisfactory Academic Progress. Any supportive documents or statements should also be submitted that will provide the Appeals Committee with additional information pertinent to their review. The student must provide a written statement explaining why they failed to make satisfactory progress and what has changed in their situation that will allow them to regain the minimum requirements to the Satisfactory Academic Progress Appeals Committee. Appeals must be based on injury or illness; death in the family; or other special circumstances. The Committee will review the written request and all documentation to determine if a semester of *financial aid probation* is warranted. Students will be notified in writing of the Appeal Committee's decision. **Please note that if approved, only one semester of financial aid eligibility can be offered. The student must meet the minimum standards of Satisfactory Academic Progress by the end of the approved semester to retain eligibility.** If the student does not improve the deficiencies within that semester, the student will no longer be eligible for financial aid from the University until the minimum requirements are met. **A second appeal cannot be accepted.**

Academic Plan For Improvement: If students do not have valid reasons for submitting an appeal based on special circumstances, or if more than one semester is needed to bring up their academic progress deficiencies, then students will be required to submit an Academic Plan For Improvement. Students who are academically ineligible to return to the University must contact Graduate Admissions at GradAdmit@highpoint.edu or 336-841-9198 to follow the steps to be readmitted and agree to the academic plan developed by their program's department. If a student is academically eligible to continue at the University but unsatisfactory for financial aid eligibility, the student should contact the Office of Student Financial Planning directly to agree to the Academic Plan for Improvement developed by their program. The Academic Plan for Improvement will have strict conditions that students must meet in order to retain their eligibility for financial assistance.

Unlike the Appeals Process, the Academic Plan For Improvement provides students additional semesters of financial aid eligibility provided the student is meeting the conditions of the Plan. The Academic Plan for Improvement and the student's performance must be evaluated at the end of each semester. **Failure to meet the conditions of the Academic Plan for Improvement will automatically terminate the student's eligibility for financial aid without opportunity for appeal.**

It is imperative that students understand that failure to submit a successful Appeal or an approved Academic Plan for Improvement to the Appeals Committee will mean that no further financial aid will be awarded to the student for future semesters of enrollment. It is necessary to take immediate action upon receipt of the notification that the student is not making Satisfactory Academic Progress.