



## SAP Academic Plan

*It has been determined that you will need more than a single semester in order to either meet the GPA or PACE requirements, or you have exceeded the MAX number of credits allowed for your degree program. To maintain eligibility for financial aid you must fulfill the conditions outlined in this academic plan until you meet SAP requirements as described in the SAP policy.*

Student's Name (please print): \_\_\_\_\_ ID: \_\_\_\_\_

College/Major: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Academic Advisor's Name: \_\_\_\_\_

**Instructions:** This agreement represents a contract between you and the Office of Financial Aid. Schedule an appointment with your academic advisor to complete this form. Both you and your advisor must sign this form. Submit the completed form to the financial aid office. No financial aid will be disbursed until this form is received and approved by our office.

### To fulfill your academic plan, you must:

1. Achieve a semester grade point average of at least 2.14. A higher GPA may be necessary to reach good standing.
2. Receive passing grades in all completed courses.
3. Limit withdrawals ("W", "WF" or "WP"). Failure to earn credit in 80% of attempted hours will result in noncompliance with the SAP pace requirement.

### This academic plan will remain in effect until either:

1. You meet Satisfactory Academic Progress (SAP) requirements; **OR**
2. Your enrollment exceeds the maximum timeframe allowed for your degree program, based on attempted credit hours; **OR**
3. You fail to meet the terms of the plan.

**Note:** Your academic plan will become invalid if the financial aid office determines at any point that it is not mathematically possible for you to achieve the GPA required for graduation within the 150% timeframe for your degree program.

<b>Student Responsibilities:</b> <i>Read and understand each of your responsibilities, place your initials beside each line.</i>	
	I agree to register for the classes I selected with the guidance of my academic advisor.
	I agree to contact my academic advisor immediately if I need to revise my coursework registration.
	I agree to consistently attend classes, beginning with the first class of the semester.
	I agree to visit my instructor during office hours if I need additional assistance with coursework.
	I agree to devote at least 2 to 3 hours of study time for every 1 hour of class time.
	I agree to use all Academic Advising, Tutoring Center, FOCUS2, and Writing Center services including tutoring, supplemental instruction, study skills workshops and counseling, as appropriate. I also agree to contact my instructor or my academic advisor if I am experiencing difficulty in classes.
	I agree to the targets established in this plan.
	I agree to follow the suggestions and recommendations discussed and developed by my academic advisor.
	I understand that I have the responsibility to meet with my advisor throughout the semester to review my progress, any Early Academic Warning (Rowan Success Network/Starfish) grades I receive, and discuss any problems that arise.
I understand that I have the responsibility to follow this SAP improvement plan. Failure to meet Financial Aid Satisfactory Academic Progress (SAP) requirements will result in the suspension of my financial aid eligibility. The plan reflects realistic and attainable goals.	
STUDENT'S Signature _____	Date _____

Student's Name (please print): \_\_\_\_\_ ID: \_\_\_\_\_

**Academic Advisor** *Questions about the SAP process? Please contact the Office of Student Financial Aid.*

*This student failed at least one federal Satisfactory Academic Progress (SAP) rule for financial aid. It has been determined that the student needs more than a single semester to remediate their cumulative GPA or overall completion rate of coursework. The advisor's role in developing this Academic Plan is to assist the student in understanding how best to structure their coursework so that they can improve their GPA, avoid unnecessary withdrawals, and complete their degree.*

**Can the student reasonably meet the terms of this academic plan in their current major?**  Yes  NO

If no, what accommodations under this plan should be considered?

**Indicate below your assessment of the student's ability to progress towards their degree.**

**What recommendations were discussed with the student to improve their academic performance?**

I have met with this student and discussed this academic plan; which if followed, may allow the student to attain the academic standing required for Rowan's graduation requirements. The plan reflects realistic and attainable goals for the student.

ADVISOR'S Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Department \_\_\_\_\_

ADVISOR'S Phone/Email \_\_\_\_\_ Date \_\_\_\_\_

**Important Notes:**

*At the end of each semester, the financial aid office will confirm your fulfillment of these conditions. If you fail to meet the outlined requirements you will not qualify for future assistance until you meet SAP standards on your own. If, however, students encounter new extenuating circumstance(s), not reported in prior appeals, an additional appeal would be appropriate and could receive consideration.*

*You have the option to attend Rowan and pay your tuition and fees using your own funds until you achieve SAP, without submitting an appeal.*

*In accordance with federal regulations, if you will not complete your degree or meet GPA and/or minimum completion standards before reaching your program's MTF, your appeal cannot be approved. In other words, you have to be able mathematically to reach the GPA required for graduation within 150% of the number of credits required for graduation.*

*There are lifetime limits to Federal and State financial aid. Students who receive financial aid and do not progress towards their degree may exhaust their aid eligibility before finishing their degree program. Research demonstrates that students who do not finish their degree struggle to repay their student loans.*