

Dear SCS Undergraduate Financial Aid Recipients,

Revisions have been made to our Satisfactory Academic Progress Policy (SAP) to clarify the federal requirement that students must complete a specified number of courses per academic year. At SCS, undergraduate financial aid recipients must complete two-thirds of their attempted classes each academic year, with a grade of “D” or higher (in addition to a cumulative GPA of 2.0 or higher), in order to maintain their eligibility for federal and state financial aid.

Please note that the financial aid policy for dropped courses is more stringent than the school’s Drop Policy. ***Specifically, any course for which you are enrolled after the second Saturday of each term will be counted toward the number of credits attempted.*** This means that while it may be possible to drop a course after the second Saturday of the term without an academic penalty, that dropped course will be considered an attempted credit and will count toward your SAP calculation for the purposes of financial aid.

We encourage you to review the Satisfactory Academic Progress Policy on the SCS website at http://www.scs.northwestern.edu/ugrad/tuition/financial_aid.cfm.

For example, Joe Student registers for four courses in Fall quarter 2007. Fall quarter begins on September 25, 2007, which makes the second Saturday of the term and the SAP cut off date October 6, 2007. He drops one course on October 1, 2007. That dropped course is **not** counted towards credits attempted. However, Joe drops a second course on October 7, 2007, which is after the second Saturday of the term and thus counted towards credits attempted. He completes the remaining two courses with grades of “D” or higher. Therefore, for Fall quarter 2007, Joe attempted three courses and completed two.

Joe then registers for four courses in Winter quarter 2008. Winter quarter begins on January 7, 2008, which makes the second Saturday of the term and the SAP cut off date January 19, 2008. He drops three classes on January 20, 2008, which is after the second Saturday of the term, so these courses will count toward the SAP calculation. He completes the remaining course with a “B”. All four classes count towards credits attempted. For Winter quarter 2008, Joe attempted four courses and completed one.

In the Spring quarter 2008, Joe registers for two courses and completes both courses with grades of “D” or higher. Therefore, he attempted two courses and completed two.

Therefore, for the academic year, Joe Student attempted nine courses and completed five. Based on the regular academic year alone, Joe has failed to meet Satisfactory Academic Progress because only fifty-five percent of attempted courses were completed.

Joe has an option to attend summer classes at this point. He may attend summer classes to help him meet SAP regulations. He must complete enough credits out of his total attempted credits to bring his academic year completion rate from fifty-five percent to sixty-seven (2/3) percent. Because he is attending summer quarter, his file will not be reviewed for Satisfactory Academic Progress until his summer grades are posted.

If Joe does not attend summer session or fails to bring his average up to a 2/3 completion rate with his Summer quarter enrollment (or his cumulative GPA drops below a 2.0), Joe will be placed on SAP Probation for the Fall quarter 2008. If Joe fails to meet the 2/3 completion rate with a grade of “D” or higher for the Fall quarter 2008, his aid will be suspended. He will not be eligible for additional state or federal financial aid until he can meet the requirements for reinstating his financial aid after a SAP suspension. If you have questions about the Requirements for Reinstating Financial Aid after a SAP suspension, please contact our office. .

Please contact our office if you have any questions after reviewing the SAP policy on the SCS web site.