



FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY
HEA Sec 481(c), 34CFR668.16(e), 34CFR668.32(f), 34CFR668.34
REVISED FOR SPRING 2023 AND COVID 19 EXCEPTIONS AND FLEXIBILITIES

- 4) achieve a cumulative GPA of 2.0 or better; and
- 5) achieve a minimum 67% PACE

B Students who complete a semester on **DSQUALIFICATION** must have their academic progress reviewed before financial aid eligibility is determined for the following semester. If eligibility is re-established, students must submit a written request for reinstatement of their financial aid awards.

C Under certain circumstances, students who are **DSQUALIFIED** from financial aid may submit a Financial Aid Appeal.

144 APPEAL PROCESS

ALL APPEAL DECISIONS ARE FINAL AND INCONTESTABLE

A A student who has lost eligibility due to failure to make SAP or by exceeding time frame may file a Financial Aid Appeal. Submission of an appeal does **NOT GUARANTEE** the reinstatement of financial aid.

- 1. Circumstances related to an outbreak of COVID-19 including but not limited to, the illness of a student or family member; compliance with a quarantine period, or the general disruption resulting from such an outbreak, qualify as extenuating circumstances for the Financial Aid Appeal process.
- 2. Students should be prepared to pay for their books and other school-related expenses pending the outcome of their appeal.

B Financial Aid Appeal form and instructions are available on the Financial Aid Appeal Instructions web page at <https://www.napaallego.edu/admissions-and-aid/financial-aid/forms.html>.

- 1. **Approved** students must strictly adhere to the terms and conditions of their appeal approval letter and contract.
- 2. **Failure** to meet the terms and conditions of the appeal will result in termination of the appeal and immediate disqualification from further financial aid.

145 ADDITIONAL LIMITATIONS

A REPEATED COURSEWORK

- 1. Class repeats may be included when determining the student's enrollment for Financial Aid as long as the repeat is **NOT** a result of

a. **Misconduct**

- A Napa Valley College implemented a COVID 19 Excused Withdrawal (EW) grade and a COVID 19 drop reason code to identify students who withdrew from classes due to COVID 19 related reasons**
- a Beginning Spring 2023, classes dropped with an 'EW' grade are not automatically excluded from attempted credits when the SAP calculation is run each semester. Students who receive an 'EW' grade due to COVID 19 must submit a written request to exclude the 'EW' grade along with a copy of their approved Late Add/Drop and Waiver of College Regulations Petition**
 - b Beginning Spring 2023, classes dropped with a COVID 19 drop status (but not an 'EW' grade) are manually reviewed and excluded from attempted credits after the SAP calculation is run each semester. Students who receive a COVID 19 drop status must submit a written request to exclude the course along with a copy of their approved Late Add/Drop and Waiver of College Regulations Petition**
- B On March 13, 2020, the President of the United States declared a COVID 19 pandemic national emergency, resulting in the temporary cessation of operations and interruption of instruction at Napa Valley College. Due to that interruption, all Spring 2020 students were determined to have been affected by COVID 19 and given an 'EW' grade if they dropped a course during the affected period. Affected drops that did not qualify for an 'EW' grade (due to registration rules) were reviewed and excluded manually after the semester SAP Calculation was run**
- C Beginning Summer 2020, students who drop for COVID 19 related reasons may submit a petition to Admissions & Records requesting an Excused Withdrawal (EW). If the petition is approved**
- a An EW grade is entered if the student dropped for COVID 19 related reasons during the timeframe allowed to drop a class with a 'W' grade**
 - b A COVID 19 drop status code is entered if the student dropped outside the timeframe allowed to drop a class with a 'W' grade**
- D Students affected by COVID 19 circumstances who fail to meet the FASAP criteria and lose financial aid eligibility may submit a Financial Aid Appeal. See section 14.4 Appeal Process for more information**

FEDERAL GUIDANCE LINKS

<https://www.congress.gov/116/plaws/publ136/HAW116publ136.pdf>

<https://ifeped.gov/electronic-announcements/030520Guidance-Interruption-related-Coronavirus-COVID19>

<https://ifeped.gov/electronic-announcements/051520UPDATINGGuidance-reInterruption-Study-Re-COVID19-May-2020>

<https://ifeped.gov/electronic-announcements/082120UpdatedD>