Financial Aid Satisfactory Academic Progress Policy

UC San Diego School of Medicine (SOM), Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS), and Atkinson Physician Assistant Education Program (APAEP)

UC San Diego

HEALTH SCIENCES FINANCIAL AID OFFICE

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I.   Introduction

To be eligible for federal, state and university aid, SOM, SSPPS, and APAEP students are required by the U.S. Department of Education to maintain Satisfactory Academic Progress (SAP) toward their degree objectives. UC San Diego Health Sciences Financial Aid office established this SAP policy to ensure student success and accountability. SAP guidelines are based on reasonable expectations of academic progress toward a degree. These guidelines should not be a burden to any student in good academic standing.

Note: The Financial Aid Office may change these policies at any time to ensure continued compliance with changes in federal and state regulations regarding student financial aid. As a result, students must refer to the current catalogue regulations. Unlike degree requirements, changes in regulations, policies and procedures are immediate and supersede those in any prior publication.This policy applies to both Title IV, Non-Title IV, and Title VII receipients. This policy applies to School of Medicine,Skaggs School of Pharmacy and Pharmaceutical Sciences, and Atkinson Physician Assisant Education Program students.

Federal, State, and University Aid Programs Subject to the Financial Aid SAP Policy

-   Opportunity Scholarship
-   Federal Work Study
-   Federal Direct Loans
-   University Loans

-   Primary Care Loans
-   Loans for Disadvantaged Students
-   Private Loans (depending on rules and stipulations)

Aid Programs not Subject to the Financial Aid SAP Policy

-   Students receiving UC San Diego merit scholarships, outside scholarships, stipends, fellowships, or other tuition assistance programs. You should always check to see if there are any additional rules that may apply to outside aid you may receive.

II.   Definition

SAP standards are comprised of qualitative and quantitative standards that must be met. Satisfactory academic progress must be met towards earning a Doctor of Medicine (M.D.) for the School of Medicine, a Doctor of Pharmacy (PharmD) at the Skaggs School of Pharmacy and Pharmaceutical Sciences, or Masters of Advanced

Study in Physician Assistant Studies (MAS-PAS) at the Atkinson Physician Assisant Education Program.

These are the criteria used to evaluate Satisfactory Academic Progress:

(1) Cumulative Completion Rate and GPA (quantitative standard)
(2) Satisfactory Progress in the Curriculum as defined in the SOM Advisor and Student Handbook, the SSPPS e-Handbook, (qualitative standard) or the APAEP Grading Policy
(3) Completing degree objective within a maximum timeframe

1. <u>Cumulative Completion Rate (SOM, SPPS, APAEP) and GPA (APAEP only)</u>
   Students are expected to complete 67% of their cumulative units attempted.

School of Medicine
To successfully complete units you must receive a Pass (P) or Satisfactory (S) grade in the pre-clinical curriculum, and a grade of Pass (P), Near Honors (NH), or Honors (H) in the clinical curriculum. Grades of Provisionally Unsatisfactory (Y), Incomplete (I), Unsatisfactory (U) and Fail (F) do not count as successful completion of coursework attempted.

Skaggs School of Pharmacy and Pharmaceutical Sciences
To successfully complete units you must receive a Honors (H) or Pass (P) in required courses and Satisfactory (S) grade in your elective courses, Grades of Incomplete (I), Unsatisfactory (U) and Fail (F) do not count as successful completion of coursework attempted.

Atkinson Physician Assistant Education Program
Grades given in the MAS-PAS program of study are "A", "B", "C", and "F" on a 100 point scale as defined by individual course syllabi. A learner must complete all the required courses and clinical rotations of the program with a passing grade to ibe elgiible for graduation. A "C" is the minimum passing grade for all courses. A cumulative 3.0 GPA must be kept to maintain Satisfactory Academic Progrss.

*Withdrawals after the first day of the quarter will not count as units attempted, provided a student receives a 100% refund of all fees.

Repeated Units

All repeated units are counted as attempted units and may have an adverse effect on completion rate. If the student is repeating a passed course for a second or greater time, the course cannot be included in the student's enrollment status for Title IV purposes.

2. Satisfactory Progress in the Curriculum as defined in the SOM Advisor and Student Handbook, the SSPPS e-Handbook, or the Grading Policy.

Students must be satisfactorily progressing in the curriculum as defined in their student handbook or grading policy as well as meeting the academic performance defined to complete their applicable degree.

3. Maximum Time Frame

Federal regulation do not allow a student to receive financial aid past 150% of their published degree goal. The maximum timeframe to complete a MD or PharmD degree is six years and three for MAS-PAS. Exceptions to the six year timeframe are for MD-PhD or the Medical Scientist Training Program (MSTP).

Program	Unit Requirement for Degree	150% Maximum Unit Requirement for Financial Aid
MD	292	438
PharmD	206	309
PA	136	204

Students cannot receive insitutional aid (Need-based scholarships and loans) past the number of quarters required for graduation:

Program	Maximum Quarters for Need-Based Aid:
MD	14
PharmD	13
PA	9

Note: Any transfer credit that is applied towards the degree will be included in the attempted and completed unit calculation.

Note: This policy applies the same to both full and part-time study. It is rare for an SOM, SSPPS, and APAEP students to be part-time.

III.   Monitoring

SAP is reviewed annually after the ending term in the financial aid academic year. Summer is considered the last term in an academic year for financial aid purposes. All three standards mentioned above are monitored. Information on qualitative standards for SAP will be obtained from the Associate Dean of Undergraduate Medical Education for School of Medicine, the Associate Dean for Student Affairs for SSPPS, and the Atkinson Physician Assistant Education Program.

When Satisfactory Academic Progress is not Maintained

Students that do not meet SAP standards are ineligible for the applicable financial aid programs until an approved SAP appeal form is completed.

The Financial Aid Office will notify the student that they have been disqualified for financial aid by email and will allow the student to appeal if they had extenuating circumstances. If a student wishes not to appeal, they can regain eligibility once they meet the SAP standards set forth in this policy.

IV.   Appeals

A student who is denied financial aid due to not meeting academic progress may submit an appeal by completing a financial aid appeal form. The student should have extenuating circumstances and include supporting documents. Examples of extenuating circumstances are injury, illness, death of a relative, or other personal circumstances. Circumstances can be documented with a statement from a qualified professional or other official means. Submit the completed appeal form to the financial aid director. Please allow time to obtain an updated academic plan. The appeal will be reviewed by the financial aid director or designee. The student will be informed by the Financial Aid Office about the outcome of the appeal decision and any conditions of such decision through your UCSD e-mail address.

Note: If an appeal is denied by the financial aid director or designee, the student has the option to appeal to the Satisfactory Academic Progress (SAP) Committee. The committee is comprised of the Executive Director of Financial Aid and Enrollment Manager, a faculty advisor, and a Student Affairs Officer. The SAP committee witll notify the student via email the result of the 2nd appeal.

Deadline

You must submit your appeal form before the end of the applicable term you wish to receive financial aid for. Financial Aid cannot be reinstated retroactively.

V. **Regaining Eligibility**

A student may regain eligibility on their own if they meet SAP standards without receiving financial aid or through the approved SAP appeal.

Probation

A student who is placed on SAP probation and has an appeal for financial aid approved will be monitored at the end of each academic year or remediation period, whichever is applicable, to ensure the student meets the conditions of the modified academic plan. If a student does not meet the condition of their academic plan during their probationary period, the student may complete a second appeal if there are new extenuating circumstances.