

**BLACK RIVER TECHNICAL COLLEGE**  
**Satisfactory Academic Progress Policy for Financial Aid**

All students enrolled at BRTC must conform to the following satisfactory academic progress standards established by the College. This policy meets the guidelines established by the U.S. Department of Education for students to gain or maintain eligibility for the Federal Title IV financial aid programs available at BRTC.

1. Qualitative Standards: Each period of enrollment a student must earn a cumulative and term grade point average (GPA) of 2.00. This is the equivalent of a C average.
2. Quantitative Standards: Each period of enrollment a student must **earn** a minimum number of credit hours.

Hours enrolled per term	Hours earned per term
12+	9
9-11	6
6-8	3
3-5	3

The following grades are not considered as hours earned: "W" "I" "F" "AU". BRTC does not grant students leave of absences.

3. Academic progress will be reviewed at the end of the fall and spring semesters. Only students who receive a 0.00 GPA will be reviewed in summer terms. Those students who do not meet the quantitative and qualitative requirements will be placed on Financial Aid Probation during the next period of enrollment and will receive a letter of probation. **Students on probation may continue to receive financial aid during the probationary period.** Students will be continued on probation if either the term or cumulative GPA is at least 2.0 **and** the minimum quantitative standards have been met.
4. **Students receiving all F's or a combination of F's and W's (0.00 GPA) for fall, spring, and summer semesters will be denied financial aid under the conditions of #7. Students receiving all W's for fall, spring, and summer semesters will be placed on financial aid probation.**
5. Students who do not meet the minimum quantitative and qualitative standards at the end of the probationary period will be **DENIED** financial assistance from federal, state, and institutional sources and will receive a Financial Aid Denial letter.
6. Students who do not meet the required standards of satisfactory academic progress and have been denied aid have the right to appeal if there have been extenuating circumstances that can be documented. Students must submit a letter of appeal (with supporting documentation attached) to the Financial Aid Appeals Committee by the established deadline. The decision of the Financial Aid Appeals Committee is final; there is no further avenue of appeal.
7. Students who are DENIED financial aid will NOT receive any types of federal, state, or institutional aid until one of the following conditions is met:
  - A. The student earns six (6) credit hours at his/her own expense and earns a GPA of 2.00 term or cumulative.
  - B. The Financial Aid Appeals Committee reinstates the student's financial assistance due to extenuating circumstances for which there is supporting documentation
8. When students meet the standards to be removed from Financial Aid DENIAL, they will be returned to Financial Aid PROBATION for the next period of enrollment.
9. The maximum time frame in which BRTC students are expected to finish a program of study cannot exceed 150% of the published length of the program. Grades of "W" "F" "I" must count as attempted hours for measuring maximum time frame. **Students who exceed the maximum attempted hours and have not completed the program of study must complete the program at their own expense.** No federal financial aid can be awarded to students who exceed the maximum number of attempted hours.