



## Financial Aid Certificate of Understanding

### I. STANDARDS OF SATISFACTORY PROGRESS

When any of the following conditions exist, a student receiving financial aid will be considered as NOT making “Satisfactory Progress.” A student can then reestablish eligibility for financial aid by meeting the necessary requirements outlined below:

<p><b>If a student does not:</b></p> <p>1. Satisfactorily complete 67% of all TCC units (credits) beginning with and continually forward from the halfway (1/2) point of his/her current academic plan (curriculum).</p> <p>Note: This applies regardless of whether or not he/she previously received financial aid at TCC.</p> <p>Courses with a grade of A, B, C, D, P, S, or R are considered satisfactory for financial aid purposes and are included in this calculation.</p> <p>Courses with a grade of F, W, U, I, X, or XN are considered unsatisfactory for financial aid purposes and are included in this calculation.</p> <p>Developmental and English as a Second Language (ESL) courses are included in this calculation.</p>	<p><b>The Financial Aid Office will:</b></p> <p>1. Place the student on Financial Aid Suspension; the student will not be eligible for financial aid until he/she has satisfactorily completed 67% of the units (credits) he/she has enrolled in, and meets all of the College’s Standards of Academic Progress.</p>								
<p><b>If a student does not:</b></p> <p>2. Complete his/her current academic plan (curriculum) by the end of 150% of the academic plan (curriculum) length, regardless of whether or not he/she previously received any financial aid.</p> <p>Note: Transfer credits are included in determining the number of semesters the student has been at the College.</p> <p>If the student changes his/her academic plan (curriculum), he/she will <i>not necessarily</i> be granted additional time to receive financial aid at TCC.</p> <p>Developmental and English as a Second Language (ESL) courses are not included in this calculation.</p>	<p><b>The Financial Aid Office will:</b></p> <p>2. Place the student on Financial Aid Suspension; the student will not be eligible for financial aid and <i>must</i> complete the academic plan (curriculum) at his/her own expense.</p>								
<p><b>If a student does not:</b></p> <p>3. Maintain the minimum cumulative G.P.A. in accordance with the following schedule:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Units Attempted</th> <th style="text-align: left; border-bottom: 1px solid black;">Cum. G.P.A.</th> </tr> </thead> <tbody> <tr> <td>9-24</td> <td>1.00</td> </tr> <tr> <td>25-47</td> <td>1.50</td> </tr> <tr> <td>48 +</td> <td>2.00</td> </tr> </tbody> </table> <p>Please see a <i>financial aid advisor</i> for clarification of the College’s Financial Aid Standards of Satisfactory Progress.</p>	Units Attempted	Cum. G.P.A.	9-24	1.00	25-47	1.50	48 +	2.00	<p><b>The student must:</b></p> <p>3. Enroll for courses at his/her own expense until the minimum cumulative G.P.A. is met.</p> <p>Note: For Satisfactory Academic Progress the “Total Units Attempted” are equal to the total number of units (credits) the student has enrolled in, to include repeat units, minus the Developmental and/or the ESL units.</p> <p>The College’s Academic Renewal Policy will have no effect on the total number of units (credits) the student has attempted for financial aid purposes.</p>
Units Attempted	Cum. G.P.A.								
9-24	1.00								
25-47	1.50								
48 +	2.00								

Financial aid will pay for a maximum of 30 developmental units (credits). A student enrolling in more than 30 developmental units (credits) will be required to pay for the additional developmental courses him/herself.

## II. GENERAL

*To receive Federal Title IV Financial Aid, students must maintain “Satisfactory Progress” in his/her course of study.* Compliance with the terms of this policy is mandatory to continue to be eligible for financial aid. Each student’s academic standing and “Satisfactory Progress” will be evaluated at least once a year. The College’s Academic Renewal Policy will have no effect on the total number of units (credits) the student has completed for federal aid purposes.

Please be advised that audit courses do not qualify for financial aid. If you enroll in an audit course, or change your course from graded to audit during the semester, the aid that you would have received for that course will be removed. You are responsible for paying personally for audit courses.

A student who changes his/her academic plan (curriculum) will not be granted additional time to receive financial aid and will be limited to 150% of his/her current academic plan length to complete the requirements.

A student receiving financial aid must immediately go to the campus Financial Aid Office if there is a decrease in the number of units (credits) he/she is attending, due to drops or withdrawals. Any change in the number of units (credits) attempted could change the student’s enrollment status and cause a decrease or loss of eligibility in financial aid.

Students are expected to complete the number of units (credits) for which he/she has received financial aid payments.

Students *must* maintain a minimum cumulative G.P.A. based on the number of units (credits) attempted.

Financial aid will pay for a maximum of 30 developmental units (credits). A student enrolling in more than 30 developmental units (credits) will be required to pay for the additional developmental courses him/herself.

Each student’s academic standing and “Satisfactory Progress” will be evaluated at least once a year.

The College’s Academic Renewal Policy will have no effect on the total number of units (credits) the student has completed for federal aid purposes.

Students must satisfactorily complete 67% of all TCC units (credits) beginning with and continually forward from the halfway (1/2) point of his/her current academic plan (curriculum). This applies regardless of whether or not he/she previously received any financial aid at TCC. ESL and Developmental courses are included in the calculation of the number of units a student is enrolled in.

Transfer units (credit), as well as the total number of units (credits) the student has attempted, will be included in determining the number of semesters a student will be eligible to receive financial aid at Tidewater Community College and will be limited to 150% of their current academic plan (program) length.

## III. REPEATED COURSES

For the purpose of determining compliance with the Standards of Satisfactory Progress, repeated courses will follow the general College policy. This policy states that when a course is repeated, only the most recent attempt will be used in the calculation of a student’s cumulative grade point average. While only the most recent attempt is used in the calculation of the cumulative GPA, all previous attempts remain on the academic record and cannot be removed. For more information on repeated courses, please refer to the College catalog.

## IV. APPEAL PROCESS

In individual cases, the Financial Aid Officer may exercise judgment in certifying student eligibility. The office may adjust payments in the subsequent semester to compensate for courses from the previous payment period which were not completed and for which credit was not awarded. A student who has been denied financial aid may appeal this decision consistent with the College Financial Aid Appeal Policy and Procedure.

## V. REPAYMENT POLICY

Federal regulations require that repayments must be made by students in the event overpayments of grant or loan funds occur. A student may be overpaid when he/she does one of the following:

- a. **Drops prior to the Last Day to Drop for Tuition Refund** (see current semester schedule) and the recalculated award is less than what the student was paid.
- b. **Completely withdraws from college before the Last Day to Withdraw Without Academic Penalty** (see the current semester schedule), i.e., 60% point of the term.

Students may owe both the Department of Education and TCC for these overpayments.

NOTES: Audited courses count in the total number of hours attempted at the College, but carry no credit and do not qualify for financial aid funds. Eligible courses are those required for completion of the student’s declared academic plan (curriculum). Courses less than 100 levels are ineligible, with the exception of recommended developmental courses. An “I” grade from the previous term may delay the receipt of financial aid for the next term.