

Satisfactory Academic Progress for Financial Aid

Western Theological Seminary is required to establish satisfactory-academic-progress (SAP) standards for its federal and state financial aid recipients in accordance with the U.S. Department of Education regulations. These standards ensure that only those recipients demonstrating satisfactory progress toward the completion of their educational programs continue to receive financial aid. **This policy is also in effect for students receiving institutional funds.** Evaluation of a student's academic standing and progress for financial aid eligibility will be made at the end of each semester according to the following standards.

Completion Time

The In Residence Master of Divinity degree program is a 6 semester program. Students will be allowed to receive nine semesters of financial aid. Students must be a least half time (7.5 credits) to qualify for financial aid.

The Distance Learning Master of Divinity degree program is a 5 year program. Students will be allowed to receive up to 7.5 years of financial aid. Students must take a minimum of 6 credits to qualify for financial aid.

The Master of Arts degree program is a 3 year program. Students must take 6 credits a semester in order to receive loans.

The Doctor of Ministry degree program is a three year program. Doctor of Ministry degree program students will be allowed to receive 4.5 years of financial aid.

Students must complete at least 67% of the credits they attempt in order to qualify. Withdrawals, incompletes, audits and failures are not earned hours. Transfer credits will be included in the number of completed hours.

Satisfactory Academic Progress

Students must maintain a cumulative GPA of 2.50 to qualify for financial aid.

Warning/Probation

Title IV Aid and Institutional Funds

If a student does not meet the requirements for SAP, he or she will be placed on a "warning" status for one semester. During this time a student is eligible to receive Title IV aid and institutional funds. The Associate Academic Dean will send a letter indicating the status and asking the student to provide the office with a written plan to correct the status. This plan may include reduced course load or enrolling in specific courses. If the student completes the semester and meets the school's SAP standards or the requirements of the academic plan, Title IV program funds and institutional aid will be continued. If not, aid will be terminated until such time as standards are met. If a student is determined ineligible for aid because they fail to meet the requirements after the warning semester, they may appeal following the procedure below.

Appeal Procedure

Students denied assistance due to the policy may appeal their case to the Vice President of Finance.

The appeal should be made in written form explaining the reason for failing to meet academic standards outlined in the policy. The basis on which a student may appeal are: the death of a relative, an injury or illness of the student, or other special circumstances. This appeal must be received by the Vice President of Finance in written form. In the case of an illness, a student may be required to submit a doctor's statement. Students will receive written notification of the VP's decision.

Students who successfully appeal may be granted aid for one additional semester.