



St. John's College Policies and Procedures

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SYSTEM: HSHS	MANUAL(S): HSHS St. John's College Policies
TITLE: Satisfactory Academic Progress Policy	ORIGINATING DEPARTMENT: St. John's College
EFFECTIVE DATE: 06/01/2024	REVISION DATE(S):
SUPERCEDES: Local ministry handbooks/catalogs/policies adopted prior to the effective date of this policy.	

Purpose:

St. John's College, in accordance with federal and state laws, requires all students to maintain satisfactory academic progress towards a degree to attend the College and remain eligible for financial aid.

The standards are cumulative and include all periods of enrollment whether or not a student received financial aid. Students bear primary responsibility for their own academic progress and for seeking assistance when experiencing academic difficulty. Academic advising, tutoring, counseling, support resources, and outside referrals are all available.

Policy:

Definitions

Evaluation Period: Academic progress is evaluated for all registered students after each semester/term which includes fall, spring, and summer. All students with registered credits during a semester/term will be evaluated at the end of that semester/term.

Good Standing: See St. John's College "Academic Standing Policy."

Qualitative Measure of Academic Progress (Grade Point Average [GPA])

Academic progress is monitored beginning with the first registered credit. A student's cumulative GPA is calculated using St. John's College coursework only. Beginning with the first registered credit, all students are required to maintain a **minimum cumulative GPA of 2.0**. The GPA calculation includes grades of A, B, C, D, and F.

Failure to Meet the Qualitative Standard

See the "Academic Standing Policy" for information on GPA requirements, academic probation, and appeal process.

Quantitative Measure of Academic Progress (Completion Rate and Maximum Timeframe)

Maximum Timeframe is a requirement of the Department of Education and must be monitored for all financial aid recipients. Maximum Time is a measure of the number of credits you have attempted, including transfer credits. The goal is to make sure students are using their financial aid effectively and progressing toward degree completion. It is not an academic suspension; you are still able to register and attend classes.



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Financial aid recipients may receive aid only until they have reached the cumulative registered credit no greater than 150% of the credit length of the published credit length of their award. The maximum timeframe calculation includes credits accepted in transfer from other institutions.

Maximum Timeframe Calculation

1. A student has exceeded the maximum timeframe when they have taken at least 150% of the credits required to complete their degree at St. John's College.
 - a. For example, 150% of a 120 credit BSN degree is 180 credits or more.
 - i. Once a student has attempted 180 credits, they are no longer making satisfactory academic progress.
 - ii. At 180 credits financial aid is automatically suspended.
2. All courses including transfer courses, repeated courses, remedial courses, incomplete courses, and withdrawn courses are included in the maximum timeframe calculation.
3. Attempted credits are counted whether or not the student was using financial aid when they took the courses.

Rate of Completion

	BSN	Accelerated BSN	LPN to BSN	RN to BSN
Semester 1	70 (58%)	73 (61%)	71 (59%)	50% (89%)
Semester 2	87 (73%)	92 (77%)	90 (75%)	120 (100%)
Semester/Term 3	104 (87%)	104 (87%)	102 (85%)	
Semester 4	120 (100%)	120 (100%)	118 (100%)	
			(plus 2 cr. LPN advanced standing)	(may include RN advanced standing cr.)

Failure to Meet the Quantitative Standard

The student will be placed in financial aid warning status and is still able to register and attend classes with the understanding that they are not eligible for any financial aid and will be required to pay out-of-pocket for their student bill.

Treatment of Grades and Credits

Changes in majors or degrees/pursuit of a second degree: credits attempted under a previous major or degree are included in all progress calculations.

Credits: The unit by which academic work is measured.

Cumulative Credits: Total or overall credits for all periods of enrollment at the College including summer terms or terms for which the student did not receive financial aid.

Incompletes (I): An I may be assigned only in exceptional circumstances and is a temporary grade, as outlined in the "Grading Policy." An I is not included in the GPA calculation but is included in the Completion Rate and Maximum Timeframe calculations.

Never Attended: Used by the college to report students enrolled in their courses that have not conducted any academic activity during the first ten days of the course. A Never Attended is not recorded on the transcript and is not included in the GPA calculation nor in the Completion Rate nor in the Maximum Timeframe calculations.



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Never Withdrew, with Current Non-Participation: Used by the college to report students who stopped participating in academic activities. A Never Withdrew, with Current Non-Participation is recorded as a withdrawal (W) and not included in the GPA calculation but is included in the Completion Rate and Maximum Timeframe calculations.

Registered (also called Attempted) Credits: Credits for which a student is officially enrolled at the end of the registration drop period each semester/term.

Repeat Credits: Repeat courses are allowed following the guidelines set for in the "Academic Standing Policy." All courses and grades appear on the transcript. Only the highest grade earned is included in the GPA calculation. Repeated credits are included in the Completion Rate and Maximum Timeframe calculations.

Transfer Credits: Transfer credits accepted and applied toward the student's degree are not included in the GPA calculation but are included in the Completion Rate and Maximum Timeframe calculations.

Withdraw: A W is recorded when a student officially withdraws after the registration drop period and before the last day to withdraw. A withdrawal is not included in the GPA calculation but is included in the Completion Rate and Maximum Timeframe calculations.

<https://studentaid.gov/understand-aid/eligibility/staying-eligible#make-satisfactory-academic-progress>