



**SATISFACTORY ACADEMIC PROGRESS (SAP)**

LIT is required by federal regulations to have a policy in place for monitoring the academic performance of our students. Guidelines require that financial aid recipients be making satisfactory progress toward their declared program of study.

**To remain eligible for financial aid at LIT you must:**

- Be a regularly enrolled student in an approved degree or certificate program.
- Enroll only in courses that are required for your declared degree or certificate program.
- Be on **PACE** by completing at least 70% of all attempted hours (total earned hours ÷ total attempted hours).
- Maintain at least a minimum 2.0 cumulative **GRADE POINT AVERAGE**.
- Complete requirements for an associate degree within **MAXIMUM TIMEFRAME** (1.50 X hours in major).

\*\*If **your performance** falls below SAP standards -- you become **INELIGIBLE for ANY TYPE** of financial assistance\*\*

**FINANCIAL AID SUSPENSION TRACKS**

There are two options available to students whose academic performance has resulted in FINANCIAL AID SUSPENSION.

1. Improve academic performance to increase cumulative statistics to levels at or above published SAP standards.
2. Exercise the opportunity to submit a Letter of Appeal to explain mitigating circumstances linked to poor academics.
  - a. Appeal Guidelines must be followed for an appeal letter to be considered. (available online or in office)
  - b. Appeals must meet the acceptable criteria to be considered. (allowable circumstances from guideline form)
  - c. Documentation is required for an Appeal Letter to be considered. (acceptable items from guideline form)
  - d. There is NO GUARANTEE that your appeal letter will be approved.

\_\_\_\_\_ I certify that I have read and understand the information for Satisfactory Academic Performance and the section related to Financial Aid Suspension.

\_\_\_\_\_ I understand that I am responsible for my own academic performance as well as any charges related to registration expenses incurred after I am placed on Financial Aid Suspension.

*The APPEAL GUIDELINE is available at [www.lit.edu](http://www.lit.edu) or in the Financial Aid Office in the Cecil Beeson Building, Room 100.*

**As the financial aid applicant at LIT I hereby attest to the following:**

\_\_\_\_\_ I am accepted for admission at LIT and will be enrolled for the period in which I am requesting aid taking ONLY coursework specifically required for my declared program of study (major).

\_\_\_\_\_ I am not a transient student. I am enrolled at LIT for courses designed to complete the certificate or degree associated with my declared program of study. (I am not taking courses simply to improve standing and transfer)

\_\_\_\_\_ If attending LIT during the summer session(s) I have declared my intent to remain at LIT - establish and complete my declared program of study, becoming a degree/certificate seeking student for the duration of that program.

\_\_\_\_\_ I do not owe a refund on any grant or loan, and am not in default on any loan, and have not borrowed in excess of loan limits established under Title IV programs at any institution.

\_\_\_\_\_ I will use all Title IV financial aid disbursed to me ONLY for educational expenses related to my study at LIT.

\_\_\_\_\_ I understand financial aid awards are **projected at full time** enrollment but **disbursed at actual enrollment** levels.

\_\_\_\_\_ I am **NOT REQUIRED** to enroll at full time to receive financial aid.

\_\_\_\_\_ Adjustments to release pro-rated aid will create delays and payment is my responsibility.

\_\_\_\_\_ Do you plan to graduate in Fall 2019? **YES** \_\_\_ or **NO** \_\_\_

**Adjustments to financial aid will be made at census date. No adjustments will occur (increase or decrease) AFTER 12th class day.**

\_\_\_\_\_ I understand that if I withdraw before 60% of the semester is completed, I may owe LIT and/or the Department of Education a percentage of the financial aid funds that have been applied to my account. (Based on required "Return to Title IV" Calculations. There are **NO** exceptions. There are **NO** appeals.)

**As the financial Aid applicant, I do hereby certify, that the information provided is true, accurate and complete to the best of my knowledge. I further authorize my financial aid funds (grants and/or loans) to be applied to my LIT tuition, fees, approved consortium charges, and/or any other official institutional charges.**

**I understand that should I purposely give false or misleading information, my financial aid processing will be halted and I may be fined, sentenced to jail, or both.**

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_