

Is There An Appeals Process?

Financial aid recipients who have failed to meet SAP and who have been placed on Financial Aid Suspension may appeal in writing to the Financial Aid Appeals Committee in care of the Business Office at GTC. If the appeal is approved, financial aid is reinstated. If the appeal is not approved, financial aid is denied. The decision of the Financial Aid Appeals Committee is final.

Will Withdrawing From A Class Affect Me?

Withdrawing from a class always affects your financial aid!

HOPE considers withdrawn or dropped classes as attempted hours. Although you have not completed the course to earn a grade, these hours count toward the maximum number of hours HOPE will pay for a degree (190 quarter hours). All hours attempted (including withdrawals and dropped classes) will count toward the evaluation of your GPA that will occur after you attempt 45, 90, and 135 quarter hours. This is for associate degree-seeking students only.

When you withdraw, the Federal Pell Grant is reduced according to the number of days in the quarter you have completed. If you withdraw from GTC, there is a possibility you will be billed for tuition and fees depending on your withdrawal date.

Failing to maintain SAP puts your Pell Grant and HOPE aid at jeopardy.

For more information contact:

Office of Financial Aid
Phone: 770-228-7368
Phone: 770-229-3089

Fax: 770-229-3294

Griffin Technical College
501 Varsity Road
Griffin, GA 30223
www.griffintech.edu



Continuing Education/
Customized Training
770-228-7364

Credit Classes
770-228-7348

G.E.D./
Adult Literacy
770-229-3176

Griffin Technical College does not discriminate on the basis of race, sex, age, religion, national origin, handicap, disability, or color in its educational programs or services. Reasonable accommodations are made upon request.



Financial Aid

What You Need to Know About Financial Aid

How to Maintain Your Satisfactory Academic Progress (SAP)

Equal Opportunity Institution

What Is SAP?

The U.S. Department of Education requires institutions of higher learning to establish standards of satisfactory academic progress for students receiving financial aid.

Students **must** declare a major and be working toward the completion of that major in order to receive financial aid.

Failure to maintain Satisfactory Academic Progress (SAP) will result in the loss of federal (Pell) and state (HOPE) grants and scholarships.

Note: New students and/or transfer students are considered to be making Satisfactory Academic Progress (SAP).



How Is SAP Determined?

SAP includes three components:

- 1. GPA (Cumulative)**
- 2. Quantitative Hours Completed (Cumulative)**
- 3. Time Frame**

GPA
Students must maintain a cumulative Grade Point Average (GPA) of 2.0. The GPA is computed by the Registrar's office on a scale of 4.0. The GPA is cumulative quarter to quarter and program to program. Students must have a minimum GPA of 2.0 when they transfer programs in order to receive financial aid for the new program. SAP includes the student's total academic history at Griffin Technical College.

Hours Completed
The financial aid recipient must have passed at least 67% of all hours attempted. **Grades of A,B,C, or any derivative of these letters are "satisfactory" for financial aid purposes.** Students who do not complete the required minimum hours of whose GPA drops below the minimum requirement in a given quarter are not considered to be maintaining SAP and are placed on Probation. Financial aid funds will be disbursed during the following quarter of enrollment on probation. If the student fails to make SAP after receiving funds while on probation, the student's financial aid is suspended.

Time Frame
A student may receive financial aid for 150% of the number of quarter hours required to earn their degree, diploma, or certificate. For example, if a student is enrolled in a diploma program that takes 100 quarter hours to complete, that student may receive financial aid (if eligible) for 150 quarter hours before financial aid is revoked.

What is Probation?

Students falling below these guidelines for the first time will be put on **Financial Aid Probation**. The student will then have two quarters in which to meet SAP standards before being placed on Financial Aid Suspension. Financial Aid Probation is a warning period only, and the student is still eligible for aid.

Withdrawing during your financial aid probation period will change your status to Financial Aid Suspension.

***Due to the cost and length of the Commercial and Commercial Straight Truck Driving Programs, students in these programs will not have a financial aid probationary period.** If the student does not make SAP for whatever reason, he/she will be placed on financial aid suspension. The student is eligible to appeal the suspension of financial aid.*

What is Suspension?

Students who are on Financial Aid Probation and continue to fail SAP standards during the probationary quarter are then placed on Financial Aid Suspension. **Students that are on Suspension are NOT eligible for financial aid.**

Reinstatement of Financial Aid

To be reinstated for financial aid, the student must satisfactorily complete at least six credit hours of study in their program area AND have a minimum cumulative GPA of 2.0.