

All undergraduate students must maintain the following minimum requirements to be in compliance with SAP:

<b>Total Number of Attempted Hours</b>	<b>Minimum Cumulative GPA</b>
1-12	1.60
13-24	1.75
25-36	1.90
37 or more	2.00

#### **Graduate and Doctoral SAP Requirements**

All graduate and doctoral students must maintain the following minimum requirements to be in compliance with SAP:

- Must have a Cumulative Grade Point Average of 3.0 or higher
- Must Earn 67% of Hours Attempted
- Must not Exceed 150% of Hours Required for Degree Completion

#### **Completion Standard for Attempted Credit Hours**

Students who receive financial aid must successfully complete a minimum of 67% of all attempted hours. If the number of completed hours drops below 67%, the student will no longer be eligible for financial aid. Attempted hours include all hours attempted at the University and transfer hours, whether or not the student earns a grade or receives credit. Successful completion of a course means that the students must obtain a grade of A, B, C or D (excluding a grade of D for a graduate or doctoral student).

To calculate 67%, multiply the total number of attempted hours by .67 (rounded to the nearest whole number). As an example if a student attempts (registered for) 30 credit hours in an academic year, he or she must complete a minimum of 20 credit hours ( $30 \times .67 = 20$ ) in order to ensure SAP for the year.

#### **Maximum Time Frame**

The number of credit hours a student attempts may not exceed 150% of the number of credit hours required for graduation in his or her program of study, as published in the University Bulletin. If the published number of hours required for graduation is 124, a student may not attempt more than 186 credit hours ( $124 \times 1.5 = 186$ ) and continue to receive financial aid. All periods of enrollment must be considered, even those for which the student did not receive financial aid as well as hours transferred from another school. If the number of attempted hours reaches 150% of the hours required for graduation, the student will no longer be eligible for financial aid.

#### **Financial Aid Termination**

Students who do not meet the Satisfactory Academic Progress standards are not eligible for further financial aid and this includes Summer I, Summer II and Dual sessions. Students will be notified by Office of Student Financial Aid of their financial aid termination at the end of the spring semester through a letter to their permanent home mailing address and to their University e-mail account.

Students whose financial aid is terminated from financial aid must remove their academic deficiencies or have an appeal granted before their aid can be reinstated. Students who withdraw from a class or classes after the add/drop period, receives all "F's" for the semester or a grade of "Incomplete" may affect their ability to earn the required credit hours.

#### **Conditions for Reinstatement**

Students who are denied federal and/or state financial aid for failure to meet the SAP standards are advised by the Office of Student Financial Aid of their right to appeal the decision. Students may appeal the decision in writing to the Office of Student Financial Aid if they had extenuating circumstance(s) that led to their unsatisfactory academic progress. The student will be notified in writing of the decision. If the student is not satisfied with the decision, then the final option is to appeal to the Financial Aid Appeals Committee. The student must request in writing that their appeal be reviewed by the Committee. This request must be submitted to the Office of Student Financial Aid. The Chair of the Financial Aid Appeals Committee will notify the student in writing of the decision.

Any student whose financial aid has been terminated may reestablish satisfactory academic progress by any of the following methods:

- Enroll in a course or courses for Summer I, Summer II and/or Dual Session.
- Repeat courses in which a grade of F was earned.
- Satisfy requirements for all incomplete grades.

#### **Appeal Procedure**

To appeal for the reinstatement of financial aid eligibility, students should complete and submit the Satisfactory Academic Progress appeal form to the Student Financial Aid Office. A letter from the student documenting the extenuating circumstance(s) (i.e. personal illness, injury, medical problems, undue hardship, death of parent or immediate family member, or other special circumstances) that may have prevented the student to perform at his/her academic best must accompany the Satisfactory Academic Progress appeal form.

Students will be notified, in writing of the appeal decision. If an appeal is approved, the student must sign a Satisfactory Academic Progress Action Plan with the Student Financial Aid Office, which indicates the stipulation of the appeal. Students who are granted an appeal and do not meet the requirements indicated on the action plan are placed on financial aid suspension until satisfactory academic progress is achieved. The Financial Aid Appeals Committee only grants a student two appeal approvals.

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## ADMISSIONS

<http://www.ncat.edu/admissions.html>

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### POLICY

North Carolina Agricultural and Technical State University is an equal opportunity institution committed to the equality of educational opportunity and does not discriminate against applicants based on race, color, national origin, religion, gender, age or disability. Unless otherwise specified, admission to all undergraduate curricula is under the jurisdiction of the Director of Undergraduate Admissions.

#### **Office of Enrollment Management**

The Office of Enrollment Management is highly conscientious in its commitment to provide quality support services to prospective and current students to ensure all experience a seamless recruitment, enrollment, and retention and graduation process at North Carolina Agricultural and Technical State University. The Office of Enrollment Management encompasses the Offices of Undergraduate Admissions, Student Financial Aid and the Registrar.

### PROCEDURES

#### **Office of Undergraduate Admissions**

The Office of Undergraduate Admissions upholds the University's high standard to recruit, admit, and enroll domestic and international first-time college bound freshmen and transfer students, who have an outstanding array of academic credentials and extracurricular endeavors; very diverse socioeconomic, geographic, athletic, religious, cultural, racial, ethnic, and international backgrounds; and wide-ranging interests, achievements, experiences, talents, and beliefs. It is the University's experience and judgment that this mix of students will foster a vibrant educational atmosphere that provides the best educational experience for all students.

North Carolina Agricultural and Technical State University admits students at the beginning of the fall, spring and summer terms. All individuals who desire to enroll as either a freshman, transfer or non-degree seeking students are encouraged to contact the Office of Undergraduate Admissions at North Carolina Agricultural and Technical State University, Webb Hall, 1601 East Market Street, North Carolina 27411 to obtain information about our admissions procedures and minimum admissions requirements. All interested persons are encouraged to visit our web site at: [www.ncat.edu/admissions.html](http://www.ncat.edu/admissions.html) or call us at (800) 443-8964.

The application for admissions deadline is May 1 for the fall semester and the spring semester is November 1. All applications for admissions received after these deadline dates will be considered on a space available basis and we stress that all applicants honor these deadlines. Applications for admissions and a non-refundable application fee of \$45.00 can be submitted electronically or via mail to the Office of Undergraduate Admissions.

#### Supporting Documentation

Applicants must submit the following supporting documentation along with their application for admissions:

1. Official high school transcript sent from the institution directly to the Office of Undergraduate Admissions
2. Official transcripts if applicable from all previously attended college(s) sent from the institution directly to the Office of Undergraduate Admissions
3. Official results of the Scholastic Aptitude Test (SAT) or American College Test (ACT) sent directly from aforementioned testing agency. The University's CEEB code for the SAT report is 5003 and the code for the ACT report is 3060. Official scores listed on high school transcripts and student received reports may be utilized for admission consideration.
4. The submission of a final or complete transcript from the last school attended is the responsibility of the student. Thus, the University reserves the right to withdraw any offer of admission if the applicant fails to satisfy all requirements prior to the beginning of the first semester of enrollment. Students who have not fulfilled minimum admission requirements will be withdrawn from the University.

#### **Notice of Admission and Confirmation**

The University practices "rolling admission" and once the applicant admissions file complete admittance decisions are made immediately with a timely notification to all applicants. Candidates who are offered admission must notify the University by completing and submitting their intent to enroll form within ten days of receipt of their office acceptance letter. The web site for the intent to enroll form is: [http://www.ncat.edu/~admit/Intent\\_Enroll.html](http://www.ncat.edu/~admit/Intent_Enroll.html). Failure to comply with this phase of the admissions procedure