- The U.S. Department of Education requires that the satisfactory academic progress standard include both a qualitative and quantitative measure consistently applied to all students.
- Satisfactory academic progress (SAP) will be evaluated at the end of each semester/term.
- Every time a student enrolls in a course it is used to determine the satisfactory academic progress. This includes repeated courses and courses for which the student does not receive financial assistance.
- In order to maintain financial aid satisfactory academic progress, a student must meet the following standards:

1. Grade Point Average (GPA) Standard
   The grade point average standard is defined in the KCC Catalog Code of Campus Affairs and Regulations, Section 6. A status of “warning” means that the student does not meet the academic standard and is in danger of academic suspension. A student who is academically suspended is also suspended from receiving financial assistance. However, a student who is “academically suspended” may be allowed to attend classes; but without an approved financial aid SAP appeal (see below), cannot receive financial assistance.

2. Completion Rate Standard
   A student must complete at least 67% of the credit hours he/she has attempted cumulatively at KCC. Credit hours for which the student remains enrolled through the last day to receive a refund are considered “attempted credit hours.” Grades of W or F are considered attempted but not completed and will adversely affect completion rate.

3. Maximum Time Frame Standard
   A student must complete his/her program of study within 150% of the minimum number of credit hours required to complete the program. For example, the Registered Nursing program requires 69 semester hours for completion. The maximum time frame for a student pursuing this program is 104 attempted semester hours. Semester hours for which a student has been awarded credit transferred from another institution count toward the attempted hours.

Financial Aid SAP Status: Good, Warning and Suspension
A student who does not maintain financial aid satisfactory academic progress at the end of his/her first semester or any semester immediately following a semester of “good” standing, will be placed on financial aid SAP “warning” for the next semester. During the warning semester, the student is financial aid eligible.

If, after one semester on “warning,” the student does not move to “good” standing, they will be placed on financial aid SAP “suspension.” Unless the student successfully appeals (see below) this determination, they will be ineligible for financial aid until re-establishing a status of “good” standing.

A student whose status is “suspended” is not eligible to receive any Title IV (Pell, SEOG, Federal Work Study, Stafford or PLUS loans) or State of Illinois MAP Grant assistance.

Financial Aid SAP Appeals
A student, after being placed on “suspension,” may request an appeal form at the Office of Financial Aid. If the appeal is granted, the student is placed on financial aid SAP probation. Students that are granted appeals to extend the program time frame must request a review of their appeal after each semester/term until they complete the program. Students that are granted appeals relative to the 67% completion rate or GPA standard may have to request a review of their appeal after each successful semester/term until they meet or exceed the 67% standard and/or GPA. Approval of appeals should not be assumed.