

**Financial Aid & Scholarships Office
Sacramento State**

Satisfactory Academic Progress (SAP) Policy FAQ's

What is Satisfactory Academic Progress (SAP)?

Federal regulations require students receiving financial aid to maintain Satisfactory Academic Progress (SAP) to remain eligible for aid.

At Sac State, SAP is measured annually using three standards, and students must meet all three:

1. Overall Degree Progress

Completing your degree within the maximum allowed attempted units

2. Minimum Cumulative GPA

Maintaining the minimum GPA required for your academic program

3. Satisfactory Pace Standard

Successfully completing at least 67% of attempted units

When is SAP reviewed?

Sac State reviews SAP annually, beginning early June, after Spring grades are posted, and academic records have been updated.

How will I know my SAP status?

Students are notified through their Sac State email account.

You can also view your SAP Status in your Student Center:

Student Center – Status Acad Progress (under Finances) -- Select the most recent aid year

What happens if I did not meet SAP?

If you do not meet SAP standards, you are not eligible for financial aid.

However, you may submit a SAP Appeal for reconsideration. If your appeal is approved, you may regain eligibility under Financial Aid Probation.

How do I submit a SAP appeal?

A SAP link to the SAP Appeal will appear on your Student Center > To Do List after your SAP Status is determined.

What should I include in my SAP Appeal?

Your appeal should:

- Clearly explain the extenuating circumstances that impacted your academic progress
- Explain what has changed that will support future academic success
- Be specific to the semesters or coursework affected

What is considered a complete SAP Appeal?

A complete SAP Appeal includes:

- The SAP Appeal form
- Supporting documentation (if requested)
- Official Academic Plan (required for Over Unit Appeals only)

Incomplete appeals will not be reviewed.

Do I need to submit supporting documentation?

It depends. During the review process, additional documentation may be requested based on the circumstances described in your appeal. You will be notified through your Sac State email if documentation is needed.

What kind of supporting documentation can I submit?

Documentation should support the timeline and circumstances described in your appeal.

Examples include:

- Medical documentation
- Accident reports
- Insurance claims
- Court documentation
- Third-party letters from counselors, instructors, advisors, or professionals familiar with your situation

Important: Remove or black out sensitive personal information such as: Social Security numbers, medical record numbers, and/or date of birth.

Appeals by Standards

What if I did not meet Overall Degree Progress?

This means you attempted more than 150% of the units required for your degree program. Your appeal should explain coursework attempted that does not apply to your current degree.

- Required:
 - SAP Appeal
 - Official Academic Plan
 - Supporting documentation (if requested)

What if I did not meet the Minimum Cumulative GPA standard?

- Minimum GPA requirements are:
 - Undergraduate: 2.0
 - Second Bachelor's: 2.5
 - Post-Baccalaureate: 3.0

Your appeal should explain the coursework and circumstances that affected your GPA.

- Grades that affect GPA include: A, B, C, D, F, WU
- Grades that do not affect GPA include: CR, NC, I, RP, W, RD
- Required:
 - SAP Appeal
 - Supporting documentation (if requested)

What if I did not meet Satisfactory Pace?

This means you did not successfully complete at least 67% of attempted units. Your appeal should explain the circumstances that affected successful course completion.

- Required:
 - SAP Appeal
 - Supporting documentation (if requested)

Why do semesters when I did not receive financial aid still count?

Federal regulations require Sacramento State to review all academic coursework attempted, regardless of whether financial aid was received during those terms.

Appeal Review Process

How long does an appeal review take?

Processing times vary depending on:

- When your appeal is submitted
- Whether additional documentation is required
- Overall appeal volume
- Check your Student Center regularly for updates.

What if I did not submit a Fall appeal? Do I need to submit one for Spring?

Yes. If you did not submit a Fall appeal, you must submit a Spring appeal to be considered for Spring financial aid.

My Fall appeal was approved. Will I automatically receive Spring aid?

Not automatically. If approved for Fall, you are placed on SAP Probation. To receive Spring aid, you must successfully meet Fall probation standards.

What happens if I do not meet probation requirements?

If you do not meet probation standards after Fall:

- A hold may be placed on your account to stop Spring aid from disbursing
- You may have the opportunity to submit a SAP Probation Appeal

If approved, you may continue on probation and remain eligible for Spring aid.

If My Appeal Is Not Approved - What are my options?

You may:

1. Regain eligibility by meeting all SAP standards OR
2. Consider alternative options:
 - Pay tuition in full
 - Enroll in the Installment Payment Plan
 - Reduce enrollment to part-time (6 units or fewer)
 - Withdraw before the university refund deadline
 - Enroll at a community college (speak with an Academic Advisor first)
- Apply for an alternative credit-based loan