

ACADEMY POLICY MANUAL

Policy Title:	Financial Aid – Satisfactory Academic Progress
Policy Number:	AA 08-003
Policy Administrator:	

Quantitative Standard

The Quantitative Standard has two components: Pace of Progression and Maximum Timeframe.

Pace of Progression: Full time students are expected to complete their degree within 8 terms (4 years). However, because some students need additional time, financial aid is available for up to 6 years for students without transfer credits.

To ensure students are making progress towards their degree, CMA requires that they complete 67% of all attempted units in their program based on cumulative units. Courses with F, NC, W, I and WU grades taken at CMA will be included in the cumulative units attempted.

Major	Units Needed for Degree	Maximum Units Allowed to Meet SAP
Business Administration	120	180
Facilities Engineering Technology	153	229

Appealing and Reinstatement of Financial Aid Eligibility

To regain eligibility for financial aid, students may submit an appeal in cases where there have been extenuating circumstances beyond the student's control which prevented him/her from meeting SAP requirements. Examples include the death of a close relative, a serious injury, or an illness. There are three critical elements to filing a successful appeal:

An explanation why the student failed to meet the academic the academic standards

What has changed to ensure success in future coursework and;

An academic plan (signed by an academic or major adviser) that demonstrates the student will be able to meet SAP standards within one year or by a specific point as defined by the plan.

Students who regain eligibility as a result of an appeal will be considered to be on Financial Aid Probation for the period of the plan. Students who fail to meet SAP standards (as defined by the academic plan) or does not follow the academic plan will be ineligible to receive financial aid. No further appeals will be granted unless the student can demonstrate there were extenuating circumstances beyond the student's control which prevented the academic plan. The circumstances must be different circumstances than those for which a prior appeal was granted.

Continued Enrollment without Financial Aid

Students who are denied aid as a result of Financial Aid SAP policy may continue coursework at Cal Maritime without the benefit of federal or state or campus financial aid. It may be possible for students to receive loans and