

If a student does not satisfactorily earn the attempted credits indicated on the Academic Status Table, the student is notified that they are placed on Probation and will have their academic record reviewed at the end of each semester. The student must complete 100% of the classes they register for (no withdrawal "W" or incomplete "INC" grades) and their term GPA must be at least 2.00. The student may continue to receive aid on probation or get back into good standing by meeting the requirements of the table.

CRITERION #3: A student must earn a minimum grade point average in relation to total credits attempted. The Academic Status Table reflects the minimum GPA a student must earn at different "credits attempted" intervals. The Table reflects the expectation that a student's minimum GPA would be higher as they attempt more credits. Brookdale requires at least a 2.0 cumulative GPA to graduate.

Example: If during their first year the student registered for 24 credits, they must have earned a cumulative grade point average (GPA) of at least 1.75.

If a student does not satisfactorily earn the cumulative grade point average indicated on the table, the student is notified that they are placed on Probation and will have their academic record reviewed at the end of each semester. The student must complete 100% of the classes they register for (no withdrawal "W" or incomplete "INC" grades) and their term GPA must be at least 2.00. The student may continue to receive aid on probation or get back in good standing by meeting the requirements of the table.

CRITERION #4: The maximum number of remedial credits for which a student may receive financial aid is one year's worth of noncredit remedial course work. Brookdale has established 30 credits as one year's worth of noncredit remedial course work.

Example: A student who has already attempted 30 remedial credits registers for 12 credits, 3 of which are remedial. The student may not receive financial aid for the 3 remedial credits, and his financial aid will be calculated on 9 credits (which do not contain remedial course work).

ACADEMIC PROGRESS STATUS

GOOD STANDING:

Students who meet the requirements specified on the Academic Status Table for credits attempted/earned percentage and the required GPA at the end of the review period.

PROBATION:

Students who do not meet the satisfactory academic progress guidelines according to the Academic Status Table and are placed on probation for the next semester that they are enrolled. Students will be notified in writing that the requirements of their probation are as follows: they must complete 100% of attempted courses (no withdrawal "W" or incomplete "INC" grades) and earn a term GPA of at least 2.00. Students meeting the requirements of the appeal will continue to be on probation until they meet the requirements of the Academic Status Table and are back in "Good Standing".

PROBATION REVOKED:

Students who do not meet the requirements of their probation (100% completion of all attempted courses and term GPA of 2.00) are placed on this status until their appeal letter is submitted to the Financial Aid Appeal Committee and a decision is rendered.

APPEAL:

Students who do not meet the requirements of their probation due to extenuating or special circumstances (illness, injury, death of family member/relative, etc.) may submit a written appeal to the Financial Aid Appeal Committee in the Financial Aid Office. The student must explain any mitigating circumstances and submit appropriate documentation to support the appeal and reason for unsatisfactory academic performance. Submission of an appeal does not guarantee reinstatement of eligibility for financial aid. Each appeal is reviewed on a case by case basis. Appeal committee meetings usually occur on a weekly basis and students are notified immediately in writing of the Appeal Committee's decision. **All appeal decisions by the Appeal Committee are final.**

If an appeal is granted by the Appeal Committee it is under the condition that the student complete 100% of the courses attempted with no withdrawal "W" or incomplete "INC" grades and earn a term GPA of 2.00. Appeal students' course work is reviewed at the end of each semester enrolled.

Note: Classes taken at institutions other than Brookdale Community College will not be considered for financial aid reinstatement. All course work to maintain/regain eligibility must occur at Brookdale.

APPEAL DENIED:

The Financial Aid appeal committee can deny an appeal, but would then allow the student to appeal again after the following semester. It is the responsibility of the student to submit their appeal letter to the Financial Aid Appeal Committee.

APPEAL REVOKED:

Students who do not meet the requirements of the appeal (100% completion of attempted courses and earn a term GPA of 2.00) will be notified that they may not be awarded future financial assistance and continuation of future course work will be at the student's own expense unless they are maintaining academic progress per the Academic Status Table.