



OVERVIEW: This policy explains the New York State academic requirements to maintain eligibility for state financial aid programs.

OFFICE/DEPARTMENT RESPONSIBLE: Academic Advisement, Financial Aid, Student Accounts

DATE UPDATED: September 23, 2008

State-Established Academic Standards for New York State Financial Aid – Undergraduate and Graduate

Grants, Scholarships and Special Awards

Full-time Awards:

- Tuition Assistance Program (TAP)
- Regents Award — Child of Veteran (CV)
- World Trade Center Scholarship (WTC)
- New York State Scholarship for Academic Excellence
- Regents Professional Opportunity Scholarships
- Memorial Scholarships for Families of Deceased Firefighters, Volunteer Firefighters, Police Officers, Peace Officers, and Emergency Medical Service Workers
- Persian Gulf Veterans Tuition Awards
- Vietnam Veterans Tuition Assistance Program (VVTA)
- Volunteer Recruitment Services Scholarship for Volunteer Fire and Ambulance Recruits
- Military Service Recognition Scholarship (MSRS)

Part-time Awards (special requirements apply in some instances):

- Aid for Part-time Study (APTS)
- Persian Gulf Veterans Awards
- Vietnam Veterans Tuition Assistance Program (VVTA)
- Volunteer Recruitment Services Scholarship for Volunteer Fire and Ambulance Recruits
- Part time TAP

Students who receive New York state financial awards are required to maintain good academic standing in order to remain eligible. The State Education Department, for these purposes, defines a student in good academic standing as one who (1) pursues the program of study in which s/he is enrolled (Pursuit of Program); and (2) makes satisfactory academic progress toward the completion of her/his program's requirements (Satisfactory Academic Progress). These are defined as follows:

Pursuit of Program*

State regulations define program pursuit as receiving either a passing or a failing grade in a certain percentage of a full-time course load. For undergraduates, the percentage increases from 50 percent of the minimum full-time load in each semester of the first year of award (6 credits each semester), to 75 percent each semester of the second award year (9 credits each semester), to 100 percent each semester of the third and fourth award years (12 credits each semester). Students who fail to meet these standards become ineligible to receive an award during the succeeding semester, and remain ineligible until good standing is regained. (For details on regaining eligibility or waiving eligibility standards, see below)

Generally, the State Education Department will accept any grade that indicates that the student attended the course for the entire semester and completed all necessary assignments. By these standards, both passing and failing grades are acceptable. However, “W” (Withdrawal) grades are not acceptable. Grades of “I” and “PR” are acceptable because they are automatically changed to either a passing or failing grade before the completion of the succeeding semester.

Satisfactory Academic Progress*

Satisfactory Academic Progress (SAP) is defined both in terms of the number of credits completed and the grade point average attained at the end of a given semester. Students who received their first TAP award fall 2006 or later are subject to the more stringent requirements. To remain eligible for awards, students must meet the following minimum standards (special conditions apply for part-time student awards):

Undergraduate					Graduate	
	Credit Accumulated Toward Graduation Prior to Semester		GPA		Credit Accumulated Toward Graduation Prior to Semester	GPA
Semester	Fall 2006 or after	1981 – 2006	Fall 2006 or after	1981 – 2006		
1	0	0	0.0	.00	0	.00
2	3	3	1.1	.50	6	2.00
3	9	9	1.2	.75	12	2.50
4	21	18	1.3	1.20	21	2.75
5	33	30	2.0	2.0	30	3.00
6	45	45	2.0	2.0	45	3.00
7	60	60	2.0	2.0	60	3.00
8	75	75	2.0	2.0	75	3.00
9	90	90	2.0	2.0		
10	105	105	2.0	2.0		

(Only students in specially approved five-year programs are eligible for TAP awards beyond eight semesters of undergraduate study.)

As shown in the above table, full-time students are not expected to have earned college credits in order to be eligible for their first award payment. Grades of “I” and “PR” are not counted toward either completion rate or GPA until they are changed to a passing or failing grade.

*These standards apply only to students who received their TAP award in September 1981, or later. Students, who received their first TAP award prior to September 1981, can be advised of applicable standards by the Office of Academic Advisement.

Transfer and Readmitted Students

Transfer students and students readmitted to the College after an absence of at least one year will be placed on the above scale either in accordance with the number of credits earned toward graduation or the number of TAP payments previously received, whichever is more beneficial to the student. For example, a transfer student who has received six TAP payments and earned 45 credits would be placed at (payment) semester five, rather than (payment) semester six.

Loss and Reinstatement of Student Eligibility

Students who fail to maintain good academic standing, either through failure in Pursuit of Program or in making Satisfactory Academic Progress, become ineligible for further awards. Eligibility may be regained (and payments restored) by any of the following methods:

1. Achieving the required GPA and/or number of credits during a semester of attendance in which no state award is paid.
2. Transferring to another institution.
3. Being readmitted to Brockport after an absence of one calendar year or more. (Acceptance at Brockport or another institution is deemed evidence of a student's ability to complete successfully an approved program.)
4. Waiver of eligibility.

Notification of Ineligibility

Since payment of state awards is made through the Student Accounts Office, students who fail to maintain good academic standing and therefore are ineligible for a state award will be notified by the Student Accounts Office. Students affected are encouraged to discuss their status with a member of the Academic Advisement staff or with the TAP Certifying Officer located in the Student Accounts Office.

Waiver of Eligibility Standards

Students who fail to meet state standards for either Pursuit of Program or Satisfactory Academic Progress may request a waiver of these standards that will allow them to continue to receive award payments for the succeeding semester. When such a waiver has been granted for failure to make Satisfactory Academic Progress, the student is expected to use the semester to advance to the level s/he could not achieve without the waiver. The waiver may be used if the student fails in Pursuit of Program, fails to make Satisfactory Academic Progress, or fails by both standards.

However, Pursuit of Program and Satisfactory Academic Progress may not be waived separately for different semesters.

Students are eligible for only one waiver as an undergraduate student (not one for each institution attended), and one waiver as a graduate student. However, the granting of such a waiver is not automatic; it is intended only to accommodate extraordinary or unusual situations. The waiver process must include an assessment of the reasons for a student's failure to meet the established requirements for good standing, and the decision to grant the waiver must be based upon a reasonable expectation that the student will meet future requirements.

Additional Requirements to Maintain State Financial Aid Eligibility

Repeat of “D” Grades — Undergraduate Level

Repeat of any course in which a passing grade (D- or above) has already been received and which the College does not require the student to repeat may not be considered as part of that student's minimum course load for state financial aid purposes. In other words, the student would have to be registered for 12 or more different credits in order to be considered as a full-time student. In addition, the repeated course may not be considered in determining whether the student has met the Pursuit of Program requirement and is in good academic standing.

“C” Average Requirement

Effective fall 1996, undergraduate students are required to achieve a “C” average (2.0 GPA at Brockport) prior to receiving their fifth TAP payment, and must maintain a “C” average in each succeeding semester in order to continue receiving state financial aid.

Declaration of Major

In order to maintain eligibility for New York state financial aid, the State Education Department requires undergraduate students to declare an academic major no later than the beginning of the junior year of the baccalaureate program. The College defines a junior as any student who has attained 54 or more credits toward the baccalaureate.