



UPPSALA
UNIVERSITET

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Satisfactory Academic Progress Policy Uppsala University (OPE-ID 00671300)

Revised policy effective April 8, 2020

Federal law establishes that all students must make Satisfactory Academic Progress (SAP) toward their degree in order to remain eligible for financial aid (Title IV student aid from the US Department of Education). All US students receiving financial aid at Uppsala University must meet the following requirements.

Undergraduate students

Students must be fully admitted to an eligible degree programme.

Quantity- Our Bachelor's programmes consists of 180 credits. The quantitative aspect of SAP is monitored by evaluating the percentage of credits completed by the student. Credits earned in incomplete and repeated courses are included, as are credits for courses from which the student later withdrew, as well as accepted transfer credits. Students must receive a passing grade in at least 75% of the required credits in an eligible program every semester, however during the first two semesters at Uppsala University, the requirement is a passing grade in 62,5% of required credits. This means that year 1, full-time students must complete at a minimum 37,5 out of 60 credits and subsequent years 45 out of 60 credits.

Quality- Uppsala University uses several different grading scales but they all have one thing in common. If a student receives a passing grade from the examiner on all compulsory examination events on a course, the student is considered to have passed that course. A passing grade is defined as the grade Pass (G, 3, E or B), per our grading scale¹. The most commonly used passing grade is G. As long as a student is able to pass enough credits to progress within an academic program (the requirements are set by each faculty board and they are published in the curriculum for each programme), the student is considered to have an academic standing consistent with Uppsala University's graduation requirements. Credits earned through repeated courses are included as are accepted transfer credits, but not credits from incomplete courses and not credits from courses from which the student has withdrawn.

Maximum timeframe - 150% of published length of educational program as measured in credit hours. 30 credits per semester corresponds to 20 weeks of fulltime studies (40 hours/week). If a student is pursuing a 3 year degree that requires 180 credits to complete, they can attempt to complete these credits for 3 extra semesters (270 credits attempted) before meeting the 150% maximum timeframe.

¹ <https://regler.uu.se/document/?contentId=743216>

Graduate Students

Students must be fully admitted to an eligible degree programme.

Quantity- Our Master's programmes consist of 60 (1 year) or 120 (2 years) credits. The quantitative aspect of SAP is monitored by evaluating the percentage of credits completed by the student. Credits earned in incomplete and repeated courses are included, as are credits for courses from which the student later withdrew, as well as accepted transfer credits. Students must receive a passing grade in at least 75% of the required credits in an eligible program every semester, however during the first two semesters at Uppsala University, the requirement is a passing grade in 62,5% of required credits. This means that year 1, full-time students must complete at a minimum 37,5 out of 60 credits and subsequent years 45 out of 60 credits.

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Maximum timeframe – 150% of published length of educational program as measured in credit hours. 30 credits per semester corresponds to 20 weeks of fulltime studies (40 hours/week). If a student is pursuing a 2 year degree that requires 120 credits to complete, they can attempt to complete these credits for 2 extra semesters (180 credits attempted) before meeting the 150% maximum timeframe.

SAP reviews

The financial aid officer will monitor SAP at the end of every semester. A student who does not maintain SAP, as defined in this policy, will receive a Financial Aid Warning notification via email at the conclusion of the first semester during which they do not meet the policy.

A student that does not comply with the SAP requirements after two semesters will no longer be eligible to receive financial aid. The student will be notified of his/her ineligibility via email.

Financial Aid Warning

A student who fails to meet the SAP requirements after a semester will be placed on Financial Aid Warning. The Financial Aid Warning period consists of the next semester the student is enrolled in classes. A student may receive financial aid while on Financial Aid Warning, although the student needs to meet the SAP requirements by the end of the

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semester, otherwise they will be ineligible for further financial aid.

Change of Programme or Degree

If a student decides to change his/her degree or programme, their SAP will be calculated based on the past courses that can be included in the new programme.

Losing eligibility for Financial Aid

A student who does not meet the SAP requirements, and who has failed to appeal his or her status or has had his or her appeal denied will lose eligibility to receive Title IV student aid.

This loss of eligibility only applies to financial aid status, not to registration or academic standing.

Right to Appeal

A student who has lost his or her eligibility for financial aid after not having met the requirements of this policy has the right to appeal in writing to the Financial Aid Officer at Uppsala University. An appeal must be completed and sent within three weeks of the notification of the student's loss of eligibility. In the appeal, the student is required to submit an explanation of why the student failed to meet SAP, what has changed in the student's situation that would allow the student to demonstrate satisfactory academic progress at the next evaluation. The appeal should also include supporting documentation of this. Furthermore, the appeal should include a study plan devised together with the programme coordinator showing how the student plans to regain SAP.

If a student does not complete the appeal process, or if an appeal is denied, he or she will remain ineligible for Title IV student aid until satisfactory academic progress is re-established. Financial aid will not be provided retroactively if SAP is regained.

Financial Aid Probation

If a student successfully appeals his or her loss of eligibility for financial aid, the student will be placed on Financial Aid Probation. For a student on Financial Aid Probation, the student's SAP will be reviewed after one payment period. If the student fails to achieve SAP after one payment period, the student will once again lose eligibility for Title IV student aid. If the student achieves SAP during the probationary payment period, the probation will be lifted.

Decision Timeframe

It is the goal of our Financial Aid Office to have a student's appeal reviewed in a timely manner. During high volume periods, it may take up to 10 working days before a decision is posted. The decision will be sent by email to the student's email account at Uppsala University.

Regaining Eligibility for Financial Aid

Students whose aid has been discontinued may apply for reinstatement of financial aid when they have met the qualifications for Satisfactory Academic Progress. A student who is reinstated must receive a passing grade on 75% or more of his/her required credits the first semester after their reinstatement.

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