NOTICE: Attached is a DRAFT of an updated university policy on Satisfactory Academic Progress for Financial Aid, Academics and Athletic Eligibility. This significant update is currently being vetted and will soon be approved
The purpose of the Satisfactory Academic Progress (SAP) Policy at Haskell Indian Nations University is three-fold:

1. To comply with the United States Department of Education requirement that every postsecondary institution receiving federal funds (Title IV) have an academic progress policy that is used to determine a student’s continued eligibility for financial aid funding;
2. To ensure/encourage academic participation in the classroom;
3. To be in compliance with the NAIA rules and regulations for students athletes to be working towards a degree and to compete in their sport(s).

**In Financial Aid:** Haskell will utilize Completion of a a) Specified Percentage of All Courses Attempted; and b) Specified Cumulative Grade Point Average (GPA) to determine if students are eligible for FSA funds by making satisfactory academic progress.

**Completion Percentage Requirements:**
The maximum timeframe for students completing degree requirement is 150 percent of the published program length. Students must complete 75% of all courses attempted at the current academic level of enrollment, which is calculated by dividing cumulative hours earned by cumulative hours attempted. The following grades count as attempted, but not as completed/earned courses:
- Incomplete (I)
- Withdrawn (W)
- Failing (F)
Transfer and advance placement credits count as attempted and earn courses.

**Cumulative Grade Point Average Requirements:**
Students must maintain the cumulative GPA based on the earned credit levels listed below. When progress is review, these requirements must be met by both full-time and part-time students. If this level has not been maintained the student MAY NOT RECEIVE ANY FINANCIAL AID OF ANY KIND until that progress level is achieved.
2. **In Academics**: students are considered to be making satisfactory academic progress if they have completed the minimum number of hours that will permit them to graduate with an associate degree in 6 semesters or with a baccalaureate degree in 12 semesters. The 12 semester limit for completing a baccalaureate degree includes semester course work taken to complete their associate degree. Summer sessions count as part of the spring semester. Satisfactory academic progress for part-time students (those taking fewer than 12 credit hours) will be prorated accordingly.

Academic Participation: At the prerogative of the instructor, students who fail to participate in class may be dismissed from the class. Failure to participate is defined as habitual failure to meet assignment deadlines, to turn in homework, to do reading assignments, to take tests, to complete projects, and to engage in discussion or other class activities. Student dismissed for failure to participate will receive an F for the course.

3. **In Haskell Athletics**: Students are eligible to participate in any activity of the university including intercollegiate athletics, except during the semester following academic dismissal (if allowed to re-enroll). For athletic eligibility, the student must also meet the following NAIA requirements. National Association of Intercollegiate Athletics (NAIA) Eligibility Regulations apply to all student athletes at all NAIA affiliated institutions of higher learning.

   The following regulations apply to new freshman student athletes.
   a. Be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution. An official high school transcript is required to be on file at the participating institution.
   b. Meet two of the three entry level requirements:
      1) Achieve a score of 18 or higher on the ACT or a score of 860 or higher, achieved on the Critical Reading and Math sections of the SAT. The test score must be achieved at a single test sitting administered by a certified tester on a National or International testing date to apply to this requirement. The ACT/SAT must be taken prior to the beginning of the term in which the student initially participates.
      2) An overall high school grade point average of 2.00 or higher on a 4.00 scale.
      3) Graduate in the upper half of the student's high school graduating class.

Students not meeting at least two of the three standards shall be denied athletics participation at a member institution for the first full year of attendance.

All student athletes, including freshmen, are subject to the following regulations:
   a. Full time status – Students must be identified and enrolled in a
minimum of 12 institutional credit hours at the time of participation (12 hour enrollment rule).

b. Students must have accumulated a minimum of nine institutional credit hours prior to identification for the second term of attendance. Only those hours earned after identification may be applied toward meeting the nine hours for a second term freshman.

c. After completion of the second term of attendance and from then on, students must have accumulated a minimum of 24 institutional credit hours in the two immediately pervious semesters of attendance. No more than 12 institutional credits earned during the summers and/or during non-terms may be applied to meet the 24 institutional credit hours requirement.

d. The student must be making normal progress toward a recognized baccalaureate degree and maintain the minimum grade point average as defined by the institution and the NAIA.

e. Upon reaching junior academic standing, a student athlete must be admitted into a four-year bachelor program. Junior academic standing as defined by the institution, students must have a cumulative GPA of at least 2.00 on a 4.00 scale. The 2.00 cumulative GPA or higher must be certified each grading period in which the student wishes to compete after junior academic standing is reached.

f. To participate a second season in a sport, all students must have accumulated at least 24 semester institutional credit hours.

g. To participate the third season in a sport, all students must have accumulated at least 48 semester institutional credit hours.

h. To participate the fourth season in a sport, All students must have accumulated at least 72 semester institutional credit hours. In addition, students must have completed 48 semester hours of general education and major requirements to be eligible for the fourth season.

i. Repeat courses – Courses previously passed with a grade of “D” or better in any term, during summer, or during a non-term cannot count towards satisfying the 12 hour enrollment rule. Repeat courses previously passed with a grade of “C” or better cannot be applied to meet either the 12 hour enrollment rule or the 24 credit hour rule.

For further information regarding eligibility, concerns please contact the Haskell Faculty Athletic Representative, Haskell Registrar, or Athletic Director.
### Scope and Definitions

The scope of this policy is:

1. Financial Aid: all Haskell students who receive or will apply for financial aid funding.
2. Academic: all students.
3. Athletics: all student athletes are impacted by SAP. The NAIA governs Haskell Athletics. The NAIA Official Handbook may be located at [www.naia.org](http://www.naia.org).

**SAP:** Satisfactory Academic Progress  
**FSA:** Federal Student Aid  
**NAIA:** National Association of Intercollegiate Athletics

### Procedure

1. **For Financial Aid:** Measurement of Academic Progress: Academic Progress measurement includes the Fall and Spring semester and will be measured at the end of each semester. Students beginning their program in the Spring semester will be evaluated based on their academic performance during their first Spring semester and at the end of each subsequent semester. Failures and withdrawals are considered courses attempted. If a student received an Incomplete (I) for a grade, it will be considered a failing (F) grade for satisfactory progress. Repeated courses will not count toward credits completed for Satisfactory Academic Progress since the credit were already counted toward the standards the first time the course was completed and the students already received aid for these course.

2. **For Academics:** Through advising and the Office of the Registrar, students may be advised that they are not meeting SAP.

   Faculty will utilize the Course Dismissal Form for students failing to meet the academic participation element of SA. This form will be submitted to the Dean of the respective department and then to the Office of the Registrar who will enter a grade of “F” in the student’s academic record.

3. **For Haskell Athletics** – A new freshman and transfer student who did not attend a NAIA higher institution of learning will need to register with PlayNAIA first. After being admitted into Haskell, the Faculty Athletic Representative, Registrar, or Athletic Director will process eligibility forms for each sport each semester based on the student athletes’ academic progress and NAIA regulations.

### Sanctions and Notifications

Students who fail to meet SAP may lose their financial aid eligibility, may be dismissed from their classes for non-participation, or may be deemed ineligible to participate in athletics.

**NOTE:** Student eligibility is the basis of the institution forfeiting games based on students who were not certified by the NAIA regulations.
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<td>These certifications can be reviewed by NAIA or self-reported.</td>
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<td>6. <strong>Appeals and Deadlines</strong></td>
<td>For appeals, students must follow the respective system’s appeal process:</td>
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<td>1. For Financial Aid: the student must send a letter of appeal to the Financial Aid Office within three weeks upon receipt of notification.</td>
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<td>2. For Academics: a) students in baccalaureate programs requiring additional semesters may appeal to the respective departments, schools, and Academic Review Board; b) students who are dismissed from class based on Academic Participation may appeal to the Academic Review Board.</td>
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<td>3. For Athletics: students may appeal a NAIA decision within 45 days of determination. Students must see Faculty Athletic Representative and Registrar.</td>
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<td>7. <strong>Recordkeeping Authority and Designation</strong></td>
<td>Recordkeeping will be handled per the respective department’s processes.</td>
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<td>1. For Financial Aid: Student records are kept in locked file cabinets.</td>
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<td>2. For Academics: Student notices of not making Satisfactory Academic Progress will be processed by the Registrar’s Office. Course Dismissal Forms will be maintained in the Registrar’s Office.</td>
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<td>3. Haskell Athletics – The original documents will be sent to the Eligibility Chair for record keeping and verification. The Faculty Athletic Representative shall keep copies of the original documents.</td>
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<td>8. <strong>Vetting Process and Final Approval</strong></td>
<td>As a University Policy, this will be vetted through University Council and Student Senate with approval through Student Life Committee and Academic Standards Committee. Final signatory approval will be from the University President.</td>
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<td>9. <strong>Approval Dates</strong></td>
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