

# SAP Policy for College of Medicine Students

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As required by regulations, the University of Kentucky College of Medicine must evaluate and determine whether a student meets Satisfactory Academic Progress (SAP) standards to receive federal and state and certain institutional financial aid programs. SAP requirements comprise of qualitative, quantitative, and maximum timeframe measures, and the standards are required to be as strict as or stricter than the College of Medicine academic policies.

SAP evaluation for Doctor of Medicine students occurs once an academic year at the conclusion of the spring semester. The student's entire academic history must be considered when determining SAP status irrespective of whether the student received financial aid.

## **Requirements of the SAP Policy:**

### Qualitative Measure (Grade Point Average)

Because the College of Medicine grades students on a pass/fail basis, students are not subject to the qualitative measure.

### Quantitative Measure (Calculating Pace or Completion Ratio)

The quantitative measure corresponds to the pace at which the student must progress through his or her program of study. This evaluation is to ensure completion is within the maximum timeframe permitted and provides for the measurement of the student's progress at the end of the spring semester. Pace or completion ratio is calculated by determining the cumulative number of credit hours the student has successfully completed divided by the number of cumulative credit hours the student has attempted.

To meet the quantitative requirement, the student's completion ratio must meet the following percentages. To determine the completion ratio percentage, earned credit hours are divided by attempted credit hours.

After 1st and 2 <sup>nd</sup> Year	50%
After 3 <sup>rd</sup> Year	66.7%

### Maximum Timeframe Measure

The maximum timeframe is a period of no longer than two years beyond the expected duration to complete the degree. Students must complete the degree requirements from the point of matriculation within the maximum duration

specified below, including any leaves of absence approved by the College of Medicine Student Progress and Promotions Committee.

	Expected Duration	Maximum Duration
Regular M.D.	4 years	6 years
M.D./M.B.A.	5 years	7 years
M.D./M.P.H.	5 years	7 years
M.D./Ph.D.	8 years	10 years

#### Treatment of Courses Transferred In

Transfer students who are admitted into the Doctor of Medicine Degree program do not transfer in credit and therefore neither qualitative nor quantitative measures apply, only maximum timeframe. Depending on the coursework completed at the student's previous institution, the student enters the Doctor of Medicine Degree program either as a second- or third-year student. The following maximum time-frame measure standards apply to transfer students.

	Expected Duration	Maximum Duration
Regular M.D. 2 <sup>nd</sup> Year Transfer	3 years	5 years
Regular M.D. 3 <sup>rd</sup> Year Transfer	2 years	4 years

#### College of Medicine Academic Policy Requirements

In addition to the measures previously referenced, a student who is placed on probationary status by the College of Medicine Student Progress and Promotions Committee is considered to have not met the standards of Financial Aid SAP.

#### Treatment of Audited Courses

Because audited courses do not apply to the student's degree and students cannot receive financial aid for these, they are not evaluated for SAP.

#### Treatment of Pre-requisite Courses

Pre-requisites or preparatory courses are those in which the student must complete to meet admission requirements into a degree program but do not count toward the student's degree requirements. Therefore, they are excluded from the College of Medicine Financial Aid SAP evaluation.

#### Treatment of Repeated Courses

If the student repeats a course, those credits are counted when calculating the quantitative and maximum timeframe measures.

(Repeated courses may be included when determining a student's enrollment status for Title IV/federal student aid purposes if it is not a result of 1) more than one repetition of a previously passed course, or 2) any repetition of a previously passed course due to the student failing other coursework. This rule is not related to SAP requirement, but it is a general financial aid eligibility requirement.)

#### Effect of Dropping or Never Attending Courses

Courses for which students register but drops prior to the end of drop period are not included in the calculation of SAP. Courses in which the student registers but never attends (i.e., assigned a grade "N") are not included in the calculation of SAP.

#### Effect of Withdrawn Courses

Credits for withdrawn courses (i.e., assigned a grade "W") are counted as attempted credit hours in the quantitative and maximum timeframe measures but are not counted in the qualitative measure.

#### Effect of Incomplete Grades

Credits for incomplete courses (i.e., assigned a grade "I") are counted as attempted credit hours in the quantitative and maximum timeframe measures.

### **SAP Definitions:**

#### Satisfactory Academic Progress (SAP)

SAP is the term used to define successful completion of degree requirements to maintain eligibility for federal and state financial aid.

#### Financial Aid Probation

Financial Aid Probation status is assigned to a student who fails to make SAP and who has successfully appealed. A student who is placed on Financial Aid Probation may receive financial aid for one subsequent payment period. A student assigned Financial Aid Program status will be placed on a Financial Aid Academic Plan and is required to sign a Financial Aid Probation Agreement. At the conclusion of the Financial Aid Probation payment period, the student must either meet the SAP standards or fulfill the requirements specified in the Financial Aid Academic Probation Agreement to receive financial aid for a subsequent payment period.

## Financial Aid Academic Plan/Financial Aid Probation Agreement

The Financial Aid Probation Agreement specifies the required Financial Aid Academic Plan. If the student fails to meet SAP standards or the requirements set forth in the Financial Aid Probation Agreement, the student is deemed ineligible for financial aid, although the student has the right to appeal again by the published deadlines for a future payment period.

### Continued Financial Aid Probation

Continued Financial Aid Probation status is assigned to a student who was placed on Financial Aid Probation during the previous payment period and at the end of that payment period did not meet the standards of SAP but met the conditions of the Financial Aid Probation Agreement.

### **SAP Appeal Procedures:**

Student failing SAP standards who have mitigating circumstances (e.g., death in the family, illness, involuntary military leave) may request reinstatement of their financial aid eligibility by completing the SAP Appeal Form and submitting it to the College of Medicine Financial Aid SAP Appeals Committee at [Raymond.Brooks@uky.edu](mailto:Raymond.Brooks@uky.edu) by the published deadlines.

The appeal, which must be typed, includes the following student requirements:

1. A completed and valid Free Application for Federal Student Aid (FAFSA) by the deadline dates specified below.
2. Detailed explanation for failure to meet SAP standards for each payment period the student failed to perform satisfactorily.
3. Documentation to support the reason for failure.
4. Detailed explanation of what has changed that will now allow the student to comply with SAP standards, a statement of academic objectives, and a corrective action plan.

### **SAP Appeal Deadlines:**

2025 Fall Semester	August 1, 2025
2026 Spring Semester	January 5, 2026

### SAP Appeals Committee and Decision

Students will be notified by email of the decision of the College of Medicine Financial Aid Appeals Committee. The decision of the College of Medicine Financial Aid Committee is final; however, a student may appeal again by the published deadlines for a future payment period.

### Re-establishing Financial Aid Eligibility

A student who has a change made to his or her academic transcript (i.e., grade change) during the semester in which the student is ineligible or is on Financial Aid Probation, may request a re-evaluation of SAP.

Students who are ineligible because they do not meet SAP requirements or are on Financial Aid Probation shall be re-evaluated at the conclusion of each semester/term in which they enroll to determine whether they have re-established financial aid eligibility.