

Satisfactory Academic Progress and Maintaining Eligibility

Continued eligibility for scholarships and financial aid programs is dependent upon the maintenance of good academic standing and satisfactory progress toward a degree in accordance with the academic policies of Paul Smith's College and the regulations associated with federally sponsored aid programs.

The conditions for obtaining or to continue to receive financial aid are as follows:

1. Merit Scholarships:

Recipients must maintain satisfactory academic progress at the end of each academic year of study to continue to receive these scholarships:

Presidential	2.50 GPA
Provost	2.50 GPA
Dean Excellence	2.50 GPA
Dean	2.00 GPA
Faculty	2.00 GPA
Transfer Excellence	2.50 GPA
Transfer Recognition	2.00 GPA

2. Standards of Academic Progress- Federal and College Regulations

Students are required to achieve a minimum cumulative grade point average which becomes progressively higher according to the number of total credit hours attempted.

Probation:

- Students who achieve a cumulative grade point average (see below) which places them in the Probation category will be required to adhere to the conditions set by the Academic Standards Committee for continued enrollment and to the conditions set by the student's Academic Plan including the Advocate Contract. While formal checkpoints for reviewing a student's progress are included in his/her notification letter of the conditions for continued enrollment from the Academic Standards Committee, students not adhering to the requirements may be suspended at any time.
- Students on Probation whose cumulative grade point average places them in the Probation category for the second consecutive semester/session will be suspended from the College

Suspension: Students placing below the Suspension minimum grade point average (see below) will be suspended from the College. All students under suspension may appeal their suspended status.

- **Appeals** A student wishing to appeal his/her suspension must submit a letter to the Academic Standards Committee. The letter should detail the specific reasons and/or circumstances that warrant the appeal (a statement simply requesting reinstatement is insufficient). Letters and documents supporting the student's appeal are welcome.
- The Academic Standards Committee reviews the entire record and has the authority to approve the appeal, to approve the appeal with conditions, to deny the appeal and/or to impose conditions for re-admission. Reinstatement conditions set by the Academic Standards Committee may include target grade point averages, or other conditions that otherwise supersede general guidelines for academic standards. While formal checkpoints for reviewing a student's progress are included in his/her notification letter of the conditions for continued enrollment from the Academic Standards Committee, students not adhering to the requirements may be suspended at any time.

Total	Probation (1)	Suspension (2)
Hours	GPA	GPA
Attempted	Below	Below

1 – 18	1.75	
18.5 - 30	1.75	1.50
30.5 – 39.5	1.90	1.75
40 – 59.5	2.00	1.90
60 +		2.00

(1) Students on probation will be required to develop an academic plan with assistance of a designated advocate. The plan may include services from, but not limited to, the Academic Support Center, Student Development Center or the Center for Accommodative Services and may also stipulate other restrictions.

(2) Students may formally appeal an academic suspension in writing to the Academic Standards Committee for readmission in the subsequent semester/session. See Appeals above.

Notes:

(1) Students on probation will be required to develop an academic plan with assistance of a designated advocate. The plan may include services from, but not limited to, the Academic Support Center, Student Development Center and/or Center for Accommodative Services, and may also stipulate other restrictions.

(2) Students may formally appeal an academic suspension in writing to the Academic Standards Committee for re-admission in the subsequent semester/session. See Appeals above.

3. Satisfactory Academic Progress- New York State Tuition Assistance Program (TAP)

TAP is a grant program for New York State residents attending college full time in New York State. There is neither a qualifying examination nor a limited number of awards. The applicant must:

1. be a New York State resident, and a U.S. citizen or permanent resident alien
2. be enrolled full-time and matriculated at an approved New York State post-secondary institution
3. have, if dependent, a family net taxable income below \$80,000; or independent and single with no tax dependents, a net taxable income below \$10,000
4. Be charged tuition of at least \$200 per year. All income tax data are subject to verification by the New York State Department of Taxation and Finance.

Undergraduate students generally may receive TAP awards for four years of study. Currently, the amount of the award is scaled according to level of study, tuition charge, and net taxable income. Funding levels for the program are set by the state appropriations each year. The award is credited to the student's account on a semester basis.

Applicants must apply annually by completing the Free Application for Federal Student Aid (FAFSA). Start the TAP application process by completing and submitting the Free Application for Federal Student Aid (FAFSA) electronically at www.fafsa.ed.gov. New York State will use FAFSA information as part of your application for TAP. If you apply using FAFSA-on-the-Web, you will be able to link to your online TAP application at the end of the FAFSA session.

You will be asked to establish a PIN (Personal Identification Number) for TAP. The TAP PIN will allow you complete your application, keep track of your application information, or make changes, later. After establishing your PIN, you will be able to complete your TAP application online. Information from your FAFSA and your family's calculated NYS net taxable income will be pre-filled on your TAP-on- the -Web application. Follow the instructions provided.

If you don't apply for federal aid online, you will have to get a paper FAFSA from a high school guidance office, the local library, or your college's financial aid office. Even if you use a paper FAFSA to apply for federal aid, you may still choose to complete your TAP application on the Web. Approximately 3 weeks after submitting your FAFSA, HESC will notify you, by post card or e-mail, that you can go to hesc.org, apply for a PIN, and complete your TAP application online. Follow the online instructions for completing the TAP-on-the-Web application.

If you choose not to apply online, HESC will mail you an Express TAP Application (ETA). Information from your FAFSA and your family's calculated NYS net taxable income will be preprinted on your ETA. Review this information, change any incorrect items, complete any missing items, then SIGN AND MAIL THE FORM USING THE RETURN ENVELOPE.

If you have previously received TAP, and your information remains the same, you may only have to file a FAFSA to get an award.

If you provide an e-mail address on your FAFSA, HESC will use that address to contact you about your TAP application, give you processing updates, or award information. Please respond to any requests or instructions sent by HESC. If you have submitted applications, you can check the status of your TAP at any time. The TAP application deadline is May 1 of the academic year for which aid is sought.

Satisfactory Academic Progress (SAP) - TAP requires that students accumulate a specified number of credits and achieve a specified cumulative grade point average each term, depending on the number of state award payments students have received. Institutions are required to use a standard of Satisfactory Academic Progress, approved by the New York State Commissioner of Education, when determining academic progress. The following charts are used by Paul Smith's College:

For All Associate Degrees and Certificate Programs:		
Before Being Certified for This Payment	A Student Must Have Accrued at Least This Many Credits	With at Least This Grade Point Average
1st	0	0
2nd	6	1.5
3rd	15	1.8
4th	30	2.0
5th	45	2.0
6th	60	2.0
**This includes successful completion of credit-equivalent work as set forth in 145-2.1 of the Commissioner's Regulations.		

For Baccalaureate Programs:		
Before Being Certified For This Payment	A Student Must Have Accrued at Least This Many Credits	With At Least This Grade Point Average
1st	0	0
2nd	6	1.5
3rd	15	1.8
4th	30	2.0
5th - 10th	45	2.0
6th	60	2.0
7th	75	2.0
8th	90	2.0
9th	105	2.0
10th	120	2.0
**Only students in five-year programs, approved pursuant to Section 145-2.7 of the Regulations, are eligible for more than eight semesters of undergraduate awards (exclusive of STAP)		

The Financial Aid Office evaluates academic progress according to New York State's requirements for the Tuition Assistance Program (TAP) at the completion of each semester.