

Satisfactory Academic Progress for New York State Aid

To be eligible, and remain eligible, for the **Tuition Assistance Program (TAP)**, students must:

- be a full-time (12 credits or more required credits per semester) and matriculated student at each level of study, and
- maintain good academic standing by meeting program pursuit and satisfactory academic progress requirements as detailed below.

Program Pursuit is defined as:

- completion of at least 6 credits during each term of study in the first year for which an award is received; or
- completion of at least 9 credits during each term of study in the second year for which an award is received; or
- completion of at least 12 credits during each subsequent term for which an award is received.

This chart is for students who received aid in 2007-08 through and including 2009-10 and HEOP students first receiving aid in 2007-08 and thereafter:

Before being certified for this payment A student must have accrued at least this many credits With at least this grade point average

First	0	0.000
Second	3	1.100
Third	9	1.200
Fourth	21	1.300
Fifth	33	2.000
Sixth	45	2.000
Seventh	60	2.000
Eighth	75	2.000
Ninth	90	2.000
Tenth	105	2.000

This chart is for non-HEOP students first receiving aid in 2010-11 and thereafter:

Before being certified for this payment A student must have accrued at least this many credits With at least this grade point average

First	0	0.000
Second	6	1.500
Third	15	1.800
Fourth	27	1.800
Fifth	39	2.000
Sixth	57	2.000
Seventh	66	2.000
Eighth	81	2.000
Ninth	96	2.000
Tenth	111	2.000

New York State Higher Education Services Corporation (NYHESC)

NYHESC administers programs of assistance for children of deceased or disabled veterans, and of deceased corrections officers and fire fighters. Direct grants are available to Vietnam-era veterans. New York State also provides grants and scholarships to students who concentrate in specific fields of study, including education, nursing, physical therapy and occupational therapy. Information may be obtained on the HESC website at www.hesc.ny.gov

Summer Accelerated Study

At Russell Sage College, enrollment for the summer term is always considered accelerated study. In addition to meeting general TAP eligibility criteria, students qualify for accelerated study awards only upon earning 24 credits applicable to their degree program in the prior two semesters at Russell Sage College. Transfer credits cannot be used to meet the accelerated study requirement. The required 24 credits can be earned in any combination (e.g. 6 in the fall and 18 in the spring).

For the purpose of determining eligibility for a state award for the accelerated study at Russell Sage College, an earned credit is a credit for which the student has taken at Russell Sage College, received a passing grade and which is applicable to the student's degree program.

Requirement for accelerated study apply to all full-time study scholarships that do not allow for part-time study. Veteran's Tuition Awards and Part-Time TAP Awards for student with disabilities are not affected by the accelerated study requirement.

There is no waiver provision available for students who do not meet the accelerated study earned credits requirement.

Loss of Good Academic Standing

Students who lose good academic standing in a term when they received a state grant or scholarship are not eligible for an award for the next term.

Reinstatement of Good Academic Standing

Students who have lost good academic standing may restore this standing in one of the following ways: make up past academic deficiencies by completing one or more terms of study without receiving any state grants or scholarships; be readmitted to school after an absence of at least once year; transfer to another school, or be granted a waiver.

One-Time Waiver

New York State Commissioner of Education regulations permit students to receive a one-time waiver of the good academic standing requirement. The waiver is not automatic, and may only be granted in extraordinary or unusual circumstances which are beyond the control of the student. There must be a reasonable

expectation that the student will meet future requirements. To request a one-time waiver, students must submit a completed one-time waiver application along with supporting statements and documentation. One-time waiver applications are available in the Financial Aid office. If granted, the waiver becomes part of the student's financial aid record and the student is expected to meet good academic standing requirements thereafter.

Please note that applying for a one-time TAP waiver is not a guarantee that you will be approved. In addition, the decision made by the appeals committee is final and not subject to appeal. However, in the event that a request is denied, the student may submit additional documentation for review if they feel it is pertinent to the original TAP waiver request.

C Average Requirement

Students who have received the equivalent of two or more full years of state-funded financial aid must have and maintain a cumulative GPA of C (2.000 on a 4.000 grading scale) or better to be eligible for continued state-funded assistance. Cumulative GPA for readmitted students who have previously attended Russell Sage College is based on prior grades at Russell Sage College. Students who are denied an award for failing to achieve a cumulative GPA of C can regain award eligibility by completing appropriate coursework, without state support, to achieve a cumulative GPA of C. Students cannot regain eligibility by remaining out of school for a period of time.

Waiver of the C Average Requirement

The C average requirement may be waived for undue hardship based on the death of a student's immediate family member; or the student's personal illness or injury; or other extenuating circumstances. To request a C average waiver, students must submit a completed waiver application along with the appropriate supporting documentation. C average waiver applications are available in the Financial aid office. If granted, the waiver becomes part of the student's financial aid record and the student is expected to meet good academic standing requirements thereafter.

Repeated Courses

Courses in which the student has already received a passing grade cannot be included in meeting full-time study requirements for state-sponsored financial aid.

Repeated courses may be counted toward full-time study requirements if a student repeats a failed course, if a student repeats the course for additional credit, or when a student has received a grade that is passing at the institution but is unacceptable in a particular curriculum.