18. ACADEMIC PROGRESS AND GRADUATION

18.1 Satisfactory Academic Progress (SAP)

In accordance with the Federal Satisfactory Academic Progress Policy 34 CFR 668.34, students enrolled in GMS are expected to adhere to the GMS Satisfactory Academic Progress (SAP) policy and guidelines from matriculation through graduation. All degree candidates’ academic records will be reviewed at the end of each semester by the programs in which they are enrolled to ensure that they achieve SAP. A student who fails to achieve SAP may be subject to academic action, including academic probation and/or dismissal. Further, students who fail to maintain SAP will not be eligible for the University certification to apply for federal and private educational loans.

The following criteria will be used to determine SAP at the GMS level. However, individual degree programs may have additional and/or varied academic standards that must also be met to remain in compliance.

18.11 GPA Requirement

- The minimum cumulative GPA requirement for graduation is 2.70.

- A student who has a cumulative GPA of 2.69 or below and/or has not met program-specific academic standards will require a specific learning plan and will be put on Academic Probation for the duration of one (1) semester. Learning plans must be developed in consultation with a student’s faculty advisor and/or program director and should be monitored closely as the semester progresses.

- A student who is receiving federal and/or private financial assistance must maintain a cumulative GAP of 2.70. A cumulative GPA of 2.69 or below will result in suspension of federal and/or private financial assistance.

- If remedial work is imminent (i.e. prior to start of the following semester), then the financial assistance suspension will be placed on hold until results from the remedial work is incorporated into the cumulative GPA. Otherwise, the financial assistance will be suspended.

- A student whose federal/private financial assistance has been suspended due to a failure to meet the GMS SAP has an opportunity to appeal the suspension by submitting the following documents to the GMS Financial Administrator.

  - A detailed letter of explanation for the low academic performance

  - A detailed plan to improve the academic performances and a timeline to successfully complete the program

  - A letter of support from his/her Program Director supporting the plan for academic improvement and a timeline for successful completion of the program
Boston University Financial Assistance is required by federal regulation to ensure students receiving financial aid are making academic progress towards completing their degree. For this reason, your Boston University academic transcript is reviewed each semester to verify that you have completed the required number of credits and maintained the minimum 2.70 grade point average as dictated in the GMS Policy and Procedures Manual to continue receiving financial aid, including credit-based educational loans.

If your academic performance has fallen short of these standards and you would like to appeal that determination, you must complete the attached Satisfactory Academic Progress Appeal Form. Please note that credits and grades earned at institutions other than Boston University are not considered in the GPA calculation. You may be asked to supply additional information in support of your appeal.

**Satisfactory Academic Progress Standards for Need-Based Financial Aid Include:**

**Minimum Credit Hours**

- Full-time students must successfully complete a minimum of 12 Boston University credits in each semester in which they are enrolled.
- Generally, part-time students must complete at least 75 percent of the total credits for which they enroll.

**Instructions for Completing Appeal Form**

Sections I and II on the next pages must be completed by the student as specified.
Section I: SUMMARY OF CIRCUMSTANCES and ADJUSTMENTS MADE

Name: ___________________________ BU ID# ___________________________

Email Address: _____________________ Telephone #: ______________________

If further explanation is necessary, attach a separate sheet of paper. Attach documentation in support of your statements below, as appropriate.

Summarize circumstances related to why you did not meet Satisfactory Academic Progress standards.

Describe any adjustments you have made that will help resolve the issues listed above:
Section II: ACADEMIC ACTION PLAN

Name:
BU ID #:
Email Address:
Telephone #:

Summarize your academic action plan and describe how you will meet Satisfactory Academic Progress in the upcoming semesters and obtain a letter of support for this plan from your Program Director: