METROTECH

SATISFACTORY ACADEMIC POLICY

The Financial Aid Office is required by Federal Regulations to make certain that students are making Satisfactory Academic Progress (SAP). You are required to complete all hours in the pay period, maintain a C average and have 90% attendance per pay period. SAP will be checked by the Financial Aid Office at the end of each pay period.

The Metro Tech District Attendance Policy states that "all" students may not miss more than ten (10) days per semester/pay period. Metro Tech's Attendance Policy is ten (10) days per semester/pay period, financial aid/veterans attendance policy is 90% per pay period. Students not maintaining a 90% attendance will have financial aid TERMINATED.

Make-up time is not used to reduce the total number of absences. A Leave of Absence (LOA) may be used to reduce the total number of absences for a pay period. (See LOA policy in the student handbook.)

Students must progress in a positive manner towards the allowable 150% of the program hours. Students must complete at least 67% of the pay period hours in order to not have their aid terminated. Example: 450 hours pay period=450 x 67% = 301.5 hours must be completed to not have their aid terminated. Students who have at least 67% of the pay period hours but not 100% of the pay period hours will not be paid until 100% of the hours are completed.

If you have any questions or need additional information, please call 405-595-4446 or email: financialaid@metrotech.edu

BY SIGNING BELOW, I ACKOWLEDGED I HAVE READ AND UNDERSTAND THE ABOVE SATISFACTORY ACADEMIC POLICY.

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Signature of student

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Date signed