

BRG School of Radiologic Technology

Satisfactory Academic Progress Policy

The purpose of this policy is to provide standards for monitoring Satisfactory Academic Progress (SAP) of enrolled students at the end of each semester in accordance with Federal Guidelines and to notify students in the event they are not meeting SAP requirements necessary for graduation. Within the policy federal regulations require all students receiving Federal Title IV Financial Aid funds maintain standards of SAP. The requirements apply to all students as one determinant of eligibility for financial aid.

Important Definitions regarding this policy:

- a. Credit Hours – All courses within the program of study are measured in credit hours. Clock hours for courses establish credit hours and are a mathematical summarization of all work completed based on the Carnegie Unit system with credits assigned per course within a 6-semester curriculum.
- b. Clinical Failure – Student who fails clinical will result in the student achieving a maximum numerical grade of “D”.
- c. Withdraw with Posted Grade – Student who withdraws from a course(s) and is currently passing the course. Course average is calculated for posting of grade at the time of withdrawal.
- d. Withdraw Failing – Student who withdraws from a course(s) and is currently failing the course. If student has failed the course academically and is an automatic withdrawal from the program. The Admissions Committee can determine to allow the student to re-enroll into the next cohort.
- e. Termination – student that has failed two attempts within the program within 150% resulting in permanent termination and not allowed to re-apply to the BRG School of Radiologic Technology.
- f. Attempted Credit Hours – Financial aid eligibility can be re-established after the student improves their academic record to meet the minimum standards required by the SAP Policy, without the assistance of financial aid funds. Similarly, financial aid eligibility can be re-established by successfully appealing your suspension.
- g. Cumulative Grade Point Average (GPA) – GPA computed on all hours attempted including repeated courses and any transfer work accepted by BRGSORT from another JRCERT accredited professional program.

Qualitative Aspects of Student’s Academic Standing:

- 1) BRG School of Radiologic Technology defines the acceptable qualitative (quality point average or GPA) standard of SAP as a minimum QPA of 2.0 (“C” or better) and satisfactory clinical evaluation.
 - a. All passing grades will be considered credits attempted and earned toward the overall QPA
 - b. All failing grades will be considered credits attempted toward the overall QPA
 - c. One failed grade will result in non-progression from the program with permissible re-entry within the next cohort pending Admissions Committee approval or within a one-year timeframe (next time the

- course is offered).
- i. If the student does not re-enroll within the one-year timeframe, the student will need to re-apply to the program starting at Level One. A previous failure and GPA will carry over into the next admission process.
- 2) Upon re-enrollment into the program, the student is counseled on an academic plan and is placed on *Satisfactory Academic Progress (SAP) Warning* for one semester if the returning QPA is under 2.0.
 - 3) If the student is unsuccessful in bringing the QPA to 2.0 or higher, the student will be placed on *Satisfactory Academic Progress (SAP) Not Met* status.
 - a. A second failed grade during the program will result in permanent termination from the program with no permissible re-enrollment.
 - 4) Students who are unsuccessful in a course are required to meet with the Program Director to discussion step of readmission prior to re-enrolling into the Radiologic Technology program to discuss an individualized plan including remediation and support related to their academic and personal needs.
 - 5) Students failing to meet Satisfactory Academic (SAP) progress will be notified in writing of their academic probation. Financial aid and academic counseling will be planned.

Grading Policy, Quality Points and Grade Point Averages:

- 1) All students need to achieve at least a “C” rating to successfully pass a professional program SORT course and achieve a “Pass” rating in any course. Students with a final grade of less than a “C” will receive a failure for the course.
- 2) In all professional program SORT courses, a minimum grade of “C” is equal to 79.5% of the total course points which is rounded to 80%.

Quality Point Index

Grade	Quality Points	BRG SORT Percentage Range
A	4.0	100%-92.5%
B	3.0	92.49%-86.5%
C	2.0	86.49%-79.50%
D	1.0	79.49%-72.5%
F	0	Below 72.49%
WF (Withdrew)	0	Quality Points Attempted but None Earned- affects QPA
Clinical Failure	0	Quality Points Attempted but None Earned –affects QPA
WP (Withdrew with Posted	0	No Quality Points Earned and No Quality Points Attempted – does not

Quantitative Aspects of Student Academic Progress

- 1) BRG School of Radiologic Technology defines the acceptable quantitative (PACE) standard of Satisfactory Academic Progress (SAP) as the assurance

- that a student is progressing through the program within the maximum allotted timeframe.
- a. The pace of completion is calculated by dividing the total number of hours the student has successfully completed by the total number of hours the student has attempted. The required pace is 100%.
 - b. The maximum timeframe to complete all requirements for graduation is within one and a half times the length of the academic program (150%).
- 2) Any student not completing all credits attempted in a given semester is not achieving Satisfactory Academic Progress (SAP).
- a. Upon re-enrollment, the student is counseled on an academic plan and is placed on Satisfactory Academic Progress (SAP) Warning for one semester.
No other action is required by the student. This warning will last for one semester only during which the student may continue to receive eligible Title IV funds. Satisfactory Academic Progress (SAP) will be evaluated at the end of the semester.
 - b. If satisfactory academic progress has not been met while on Satisfactory Academic Progress (SAP) Warning, the student will lose all eligibility for Title IV funds. Students will remain on this status until satisfactory academic progress has been met at which time eligibility for Title IV funds will be reinstated.
 - c. If the student does not complete all credits attempted in the semester while on Satisfactory Academic Progress (SAP) Warning, the student will be placed on Satisfactory Academic Progress (SAP) Not Met and will be terminated from the program and unable to return to BRG School of Radiologic Technology.

Appeals through Financial Aid Title IV:

- 1) A student may appeal the loss of financial aid eligibility if extenuating circumstances interfered with the ability to meet satisfactory academic progress standards. In order to appeal the loss of financial aid eligibility, the student must submit an appeal form explaining the extenuating circumstances that resulted in the lack of academic progress and documentation to support extenuating circumstances.
- 2) Circumstances must meet one of the following criteria:
 - a. Prolonged illness, medical condition, or injury to student or immediate family member
 - b. Death of an immediate family member
 - c. Extenuating circumstances beyond the student's control
- 3) Documentation required may include:
 - a. Physician's letters and hospital records (including dates of illness and recovery time)
 - b. Death certificate or obituary
 - c. Court or police documents
 - d. Letters from third party professionals on his/her letterhead