



Calculating SAP

- Broward College calculates SAP for all students who receive financial aid at the end of each term. The institution uses the student's degree audit to identify all attempted and earned grades, and this applies to all transfer credits considered under policy 6H2x5.34.
- The SAP calculation excludes all remedial and ESL/EAP courses in the Pace and Time-to-Complete calculation.
- Financial Aid is awarded for two terms in the academic year based on eligibility (example: Fall and Spring). If a student fails SAP then the student's financial aid could be removed in the subsequent term.
- After Broward College completes the SAP process for each term, the results are stored in the student's MyBC. The student will be presented with a "Clear" or "Failed" Status. If the student receives a Failed Status, also displayed is the part of the SAP calculation that is failing (GPA, Pace, Time-to-Complete).
- The student will receive an email from the financial aid office when the student fails SAP. The SAP email is separated into failed SAP students placed in a Warning Status, and failed SAP students who have lost federal financial aid eligibility. For the student who lost federal aid, the student is also notified of the potential loss of other types of aid because of the Failed Status.

Student Actions to File an Appeal

- Meet with your financial aid advisor to determine if you are eligible to file an appeal.
- Meet with your academic advisor to complete an approved academic plan that is designed to ensure you can meet SAP standards prior to degree completion.
- If eligible, complete an electronic SAP Appeal form on the Financial Aid website.
- Include any documentation to support extenuating circumstances and what has changed to help meet SAP requirements.
- Remember to consider that requesting an appeal, meeting with an advisor, and/or completing an academic plan does not guarantee financial aid eligibility; you must still meet all SAP requirements.
- You must pay for all courses and allow 14 business days for a decision.
- Completion of an approved academic success plan or paying for courses does not guarantee reinstatement of financial aid eligibility.



Financial Aid Actions and the Appeal

- The Financial Aid Office will notify the student of an appeal decision within 14 business days and the notification is sent to the student's Broward email account.
- The Financial Aid Office will only consider up to 3 appeals during a student's lifetime of enrollment at Broward College.
- The Financial Aid Office will only allow an appeal to be applicable for up to three consecutive terms in which a student has enrolled in each term and completed courses within those terms.
- The student will receive, within 14 business days, an explanation via email of why an appeal was denied and if approved, what is required during the approved term(s).
- All appeals are reviewed by the Financial Aid Management team.