

SATISFACTORY ACADEMIC PROGRESS (SAP)

NETTTS has established standards of academic progress that include grading and pace of progression measurements that were designed to assure students succeed in their training programs. Those students receiving Federal Financial Aid must achieve SAP standards to maintain their eligibility to receive Federal funding.

Academic Advisories

In order to help assure that students are successful in their training programs, student progress will be reviewed at the end of each two week period of training. Those students on a path to less than satisfactory academic performance will be required to meet with a member of the staff to develop a plan so that the student can improve. The plan of action may include academic advising, tutoring, extra help or other appropriate course of action. A written record of the advisory session will be maintained in student records.

Academic advising and tutoring are available to all students upon request.

Grade Point Average (GPA) Measurements

Commercial Drivers License Program		Commercial Drivers License – 160 Program		Commercial Heavy Straight Truck Training Program	
<i>Evaluation Point (Based on Total Published Program Semester Credit Hours)</i>	Minimum Required GPA	<i>Evaluation Point (Based on Total Published Clock Hours)</i>	Minimum Required GPA	<i>Evaluation Point (Based on Total Published Clock Hours)</i>	Minimum Required GPA Average
At the completion of 12 semester credit hours	1.75	At the completion of 80 clock hours	1.75	At the completion of 20 clock hours	1.75
At the completion of 22 semester credit hours	2.0	At the completion of 160 clock hours	2.0	At the completion of 40 clock hours	2.0

HVACR10 – HVACR Technology Program – Academic Year I		HVACR10 – HVACR Technology Program – Academic Year II	
<i>Evaluation Point (Based on Total Published Program Semester Credit Hours)</i>	Minimum Required GPA	<i>Evaluation Point (Based on Total Published Program Semester Credit Hours)</i>	Minimum Required GPA
At the completion of 16.5 semester credit hours	1.75		
At the completion of 33.0 semester credit hours	2.0	At the completion of 44.0 Semester credit hours	2.0

Pace of Progression Measurements (PACE)

Program Intervals (Based on Total Program Hours)	Minimum Pace Of Progression (Based on Total Program Hours)
Below 25%	50.0%
25% to < 50%	66.7%
50% and Above	66.7%

Maximum Time Frame (MTF)

All students are expected to complete their training program within an acceptable period of time. The maximum time frame for students to complete their training is 150% of the published total hours or credits of a program.

Evaluation Period

In order to assess financial aid recipient's eligibility for continued funding as well as assess the academic progress of all students, each student's performance will be evaluated against these standards.

Academic/Financial Aid Warning

If at the end of the evaluation period a student has not met either the GPA or pace of progression standard, the student will be placed on Academic/Financial Aid warning for one evaluation period. Those students utilizing federal financial aid will be able to continue receiving financial aid during the warning period.

Program	Length of Warning Period
Commercial Drivers License Program	The next 10 semester credit hours of scheduled training
Commercial Drivers License - 160 Program	The next 80 hours of scheduled training
Heavy Straight Truck Training Program	The next 20 hours of scheduled training
HVACR10 – HVACR Technology Program	The next 16.5 semester credit hours of scheduled training

If at the end of the warning period a student who has been on Academic/ Financial Aid warning has met both the cumulative GPA and pace of progression standards, the warning status is ended and the student is returned to good standing. Otherwise the student may be suspended from the program. Students in suspended status will not be eligible to receive Federal Financial Aid.

Suspension of students NOT on Academic/Financial Aid warning status

1. If at an evaluation point a student has failed to meet the school's standard for measurement of maximum time frame (MTF), the student may be subject to dismissal. Students in this status will no longer be eligible to receive Federal Financial Aid.
2. If at an evaluation point the school determines it is not possible for a student to raise his or her cumulative GPA or pace of progression to meet the school's standard before the student completes his or her program of study, the student may be subject to dismissal. Students in this status will no longer be eligible to receive Federal Financial Aid.

Appeals and Probation

Students who are dismissed after failing to achieve minimum requirements may appeal this decision. The student must submit a written appeal to the Director of Safety & Training, along with any supporting documentation, stating the reasons why the decision to terminate should be reversed, and a request for re-evaluation of progress. This written appeal must be received by the Director of Safety & Training within five (5) business days of termination. Should the student fail to appeal the decision will stand.

An appeal hearing will take place within five (5) days of receipt of the written appeal. This hearing will be attended by the student, parent/guardian (if the student is a minor), the student's instructor, and the Director of Safety & Training. A decision on the student's appeal will be made within three (3) business days by the Director of Safety & Training and will be communicated to the student in writing. Should a student prevail upon his/her appeal and be determined to be making satisfactory academic progress, the student will be automatically re-entered in the course and financial aid funds will be reinstated.

Appeals that are approved must contain an academic plan that if followed ensures the student would be able to meet satisfactory academic progress standards by a specific point in time.

Academic/ Financial Aid Probationary Status

A student who has successfully appealed shall be placed on Academic/Financial Aid probation for one additional evaluation period. The student shall be put on an academic plan.

If at the end of the evaluation period the student on probationary status has met the school's cumulative GPA and pace of progression standards, the student shall be returned to good standing. Otherwise, the student may be dismissed from the school. Students dismissed will not be eligible to receive Federal Financial Aid.