

Guide to Financial Aid

2011-2012

Ohio
Wesleyan
University

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INTRODUCTION

The first source of funding for college is the family of the student. Parents and students have an obligation to contribute to college expenses as they can from income, savings, and assets. The extent of the family contribution is determined by need analysis through information obtained on the Free Application for Federal Student Aid (FAFSA). The amount and type of financial aid you may be offered relates to your financial aid eligibility, your grades, and the availability of financial aid funds.

VERIFICATION

Verification is the process for determining the accuracy and completeness of all applicant information submitted to the financial aid office. Freshmen and transfer students are usually verified after the initial aid offer (unless otherwise required by a financial aid officer). Continuing students as selected, are verified before the awarding of financial assistance. All applicants selected for verification will receive information regarding verification requirements and procedures. Any changes in financial aid eligibility resulting from the verification process will be conveyed through a revised award notice.

COST OF ATTENDANCE

Some of the expenses you will incur while a student at Ohio Wesleyan, i.e. tuition, room, board and fees, are the same for all students. The cost of the personal expenses, books and transportation, on the other hand, does vary. Transportation costs differ according to distance; students from Ohio are allowed \$306, while those from outside Ohio are permitted \$706. The basic direct costs for the 2011-2012 academic year are as follows:

Tuition	\$37,580
Room	5,320
Board	4,644*
Fees	240
Books	1,100
Personal	1,000
Transportation	<u>306</u>
Total Cost of Education:	\$50,190

*The \$4,644 board (meal plan B) amount is designed for the student who skips some meals and occasionally is away from campus on weekends.

The Cost of Attendance budget will be lower if a student lives off campus or commutes from home. This lower budget will result in a reduction in the need-based Ohio Wesleyan Grant. The Cost of Attendance budgets are reported to the U.S. Department of Education.

PACKAGING POLICIES

Married Independent Students

Married independent students may not receive total grant (all sources) above the cost of tuition and books. Financial eligibility exceeding this amount may be met with self-help funds.

Independent Students Living with Parents

If a student meets the independent definition but is still living at home, a contribution from the parent will be assessed and the institution's commuter budget will be applied.

Students with a Bachelor's Degree

Students applying for financial assistance who hold a Bachelor's degree from another college or university are eligible to receive institutional grant and federal funds in accordance with aggregate funding limitations and standard packaging procedures.

Less Than Full-Time Students

Although less than full-time students may be eligible for federal financial assistance, Ohio Wesleyan funds are not available to students attending less than full-time.

Increased Eligibility

Students who demonstrate increased eligibility due to professional judgment will have the increase funded with available institutional and federal assistance.

Although students will be considered for financial assistance beyond four years of full-time study, priority for the awarding of Ohio Wesleyan Grant will be given to students who have not received eight semesters of institutional funding. Written appeals for additional OWU funding must be provided to the Office of Financial Aid prior to the eighth semester of aid received.

TYPES OF FINANCIAL AID

OWU Grant

Ohio Wesleyan grants represent need-based funds provided by Ohio Wesleyan. OWU Grant funding comes from endowed, gift, and the operating budget. Part of your Ohio Wesleyan Grant may be funded through an endowment. Most of the endowments do not provide additional aid. They are used to fund the Ohio Wesleyan dollars you have already received.

Federal Pell Grant

In order to have funds credited to your bill, you should take the following specific steps:

1. Approximately one week after you submit the FAFSA, you will receive a Student Aid Report (SAR) form, which will feature an Expected Family Contribution (EFC). This number will indicate whether or not you are eligible for a Federal Pell Grant. Please be certain to list Ohio Wesleyan University on the FAFSA as one of the institutions to receive an electronic record of your SAR (code #003109).
2. If you are selected for verification, complete the verification worksheet and submit parent and student tax returns and W-2's.

Federal Supplemental Educational Opportunity Grant (SEOG)

SEOG funds represent need-based federal assistance with award priority to Pell recipients with the lowest Expected Family Contribution. These funds are awarded to students by Ohio Wesleyan University.

Ohio College Opportunity Grant (OCOG)

The OCOG program is available only to legal residents of Ohio who are enrolled in a minimum of 3.25 units. Application is made by submitting the Free Application for Federal Student Aid (FAFSA).

Ohio War Orphans

This program is funded by the State of Ohio.

Other State Scholarship or Grant

Certain states (Pennsylvania, Rhode Island, and Vermont) allow residents to take their grants to out-of-state schools. If you are a resident of one of these states and have an award listed on your letter, you must apply. Failure to apply will mean that neither the state nor OWU will provide the indicated amount. If the amount you actually receive is different than the amount indicated in your original award letter, an adjustment in the amount of your aid package will be made. If you are eligible for a state scholarship, and the scholarship is not indicated on your award letter, you must forward to us the official notification of your eligibility.

Federal Work-Study (FWS)

The Federal Work-Study program is funded through federal and institutional sources. Payment is on a bi-weekly basis for hours worked.

Students interested in working should report to the Job Fair usually scheduled at the beginning of the fall semester.

Wages earned will not be automatically credited to the bill. If you wish to apply all or part of your check to your University account, this may be done with the Cashier in University Hall.

Please note that Federal Work-Study jobs are not guaranteed. Students must interview with employers and seek work themselves. Only students awarded Federal Work-Study funds may participate in this employment program.

Institutional Student Employment

This program is funded by the University and is not based on financial need.

Students who do not qualify for the Federal Work Study program may be offered Institutional (or non-federal work study) Student Employment awards as part of their annual financial aid packages.

Information regarding the hiring process and job availability for Institutional Student Employment can be obtained from the Student Employment Office located in University Hall.

Student Assistantship Program (StAP)

The Student Assistantship Program seeks to provide "hands-on" experience in a professional or academic setting for interested students. At the end of the assistantship term, employers will provide a written summary of the student's duties as well as an evaluation of the student's performance. This letter, plus another from the StAP coordinator, will be added to the student's Career Services file to supplement the student's resume.

Although StAP awards are not based on financial need as defined by federal and institutional guidelines, the award amount will be incorporated into the aid packages of those participants who receive financial assistance at OWU. Typically, this incorporation will occur in one of two ways: a federal Work-Study award may be replaced or adjusted; or, if Work-Study is not part of a participant's financial aid package, a loan may be reduced or replaced. Treatment of Student Assistantship awards is dependent upon the nature of each participant's individual aid award, and thus will vary between participants who receive need-based financial assistance. Questions regarding this process should be directed to the Financial Aid Office.

Federal Perkins Loan

The Federal Perkins Loan is a 5% interest rate student loan provided by Ohio Wesleyan. Funding comes from federal and university sources. No repayment is made and no interest accrues until nine months after you cease to be enrolled on at least a half-time basis. If you receive a loan, you must complete an online entrance interview prior to receiving these funds. Also, all Federal Perkins Loan recipients must complete an exit interview process before departing Ohio Wesleyan.

Federal Direct Subsidized Stafford Loan

The Federal Direct Stafford Loan is a loan for which application is made through Ohio Wesleyan University. The interest rate is fixed at 3.4%.

Federal Direct Stafford Loan repayment begins six months after you cease to be at least a half-time student. No interest accrues while you are in school.

Federal Direct Unsubsidized Stafford Loan

This is a student loan similar to the subsidized Federal Stafford Loan. The interest rate is 6.80% and repayment terms are the same as the subsidized Stafford Loan. If you are not eligible for the maximum Stafford Loan for your grade level, you may borrow the difference in an Unsubsidized Federal Stafford Loan. **Interest will accumulate during the time in school** and will be capitalized (added to principal). You may elect to make interest-only payments while in school. The total subsidized and unsubsidized amount cannot exceed \$5,500 for the freshmen year, \$6,500 for the sophomore year, and \$7,500 for the junior and senior years.

If a student's parents are denied access to Federal PLUS funds (see next page) or if the student is considered independent for financial aid purposes, the student can pursue an additional Federal Unsubsidized Stafford Loan. Freshmen and sophomores may borrow an additional maximum of \$4,000 per year; juniors and seniors may borrow an additional maximum of \$5,000 per year (this is in addition to the amount already available through the Federal Subsidized Stafford Loan.) Under no circumstances may a student's total aid exceed his/her cost of attendance.

Stafford Loan Entrance and Exit Counseling Requirements

Each student needs to complete an Entrance Interview prior to receiving any disbursements through the Stafford Loan programs. All borrowers must complete an Exit Interview when they cease attendance or drop below half-time.

Federal Direct Parent Loan for Undergraduate Students (PLUS)

The Federal Direct PLUS is a long-term loan whereby a credit-worthy parent may borrow up to the cost of attendance minus other financial aid. Parents need not fill out a Free Application for Federal Student Aid in order to borrow a Federal PLUS, but must sign a promissory note. They will begin repaying this loan within 60 days of disbursement and may spread payment over a 10-year period, or parent can defer the payments on the principle amount while the student is enrolled in college. The interest rate is fixed at 7.9%.

In all cases, loan amounts of any kind cannot exceed the cost of attendance minus other financial aid received.

Please note: Insurance and Guarantee fees (3% of your loan amount) will be deducted prior to disbursement of the PLUS loan. For example, if you borrow \$1000, you will receive funds totaling \$960 (\$1000 - 4% fees).

Note: All male students receiving federal funds, Ohio College Opportunity Grant, or other state grant funds, must supply evidence of selective registration; unless he meets certain circumstances, e.g., born before 1960.

MERITS AND ENTITLEMENTS

The intent of the merit program is to acknowledge students for their anticipated academic performance. Merit award recipients who perform above the minimum requirements will not be upgraded to higher award levels.

Schubert Honors Scholarship

This scholarship is awarded to exceptional first year students who are admitted into Ohio Wesleyan's Leland F. and Helen Schubert Honors Program. This scholarship is renewable for up to three additional years of study. Renewal requires a cumulative GPA of 3.0 (out of 4.0) at the end of the sophomore year, and for each year thereafter. Schubert Scholars are also considered for the *Schubert Scholars Competition* for further scholarship dollars through the Founders program.

Founders Scholarship

This scholarship program is awarded to Schubert scholarship recipients who participate in the Schubert Scholars Competition. The Founders scholarship varies in amount and is provided in addition to the Schubert Scholarship program.

Battelle Scholarship

This scholarship is awarded to a student from the central Ohio area.

Branch Rickey Scholarship

To honor the contributions of Mr. Branch Rickey, Class of 1904, this scholarship is given to outstanding first year students. Recipients are a select group of students who present strong promise of achievement at Ohio Wesleyan University. To retain this scholarship, students must maintain a cumulative GPA of 2.5 (out of 4.0) by the end of the sophomore year, and for each year thereafter.

Godman Scholarship

In recognition of William D. Godman, Class of 1846, who was the first graduate of Ohio Wesleyan University, this scholarship is given to worthy Ohio Wesleyan University students. To retain this scholarship, students must remain in good academic standing for the duration of their studies at Ohio Wesleyan.

Legacy Award

This award is given to enrolling children, stepchildren, grandchildren, and step grandchildren of Ohio Wesleyan University alumni. This award is provided in recognition of the special enthusiasm and dedication shown by the Ohio Wesleyan family. To retain this scholarship, students must remain in good academic standing for the duration of their studies at Ohio Wesleyan.

Meek Community Service and Leadership Award

To recognize first year students with a demonstrated commitment to service and leadership, each year Meek Community Service and Leadership Awards are presented to deserving students. To retain this scholarship, students must remain in good academic standing for the duration of their studies at Ohio Wesleyan.

Child/Spouse of Clergy Award

This award is given to dependent children and/or the spouse of an ordained minister (with benefit of pension) under appointment of a Bishop of the United Methodist Church, either in the local church or beyond the local church. To retain this scholarship, students must remain in good academic standing for the duration of their studies at Ohio Wesleyan.

Siblings Award

This award is given to students who have a sibling currently attending or who previously attended Ohio Wesleyan University. This award recognizes the family tradition and commitment that families have shown throughout the history of Ohio Wesleyan. To retain this scholarship, students must remain in good academic standing for the duration of their studies at Ohio Wesleyan.

Staff Benefits/GLCA/Tuition Exchange Remission

If the applicant qualifies for additional aid, staff benefits/GLCA/Tuition Exchange Program tuition remission will be reduced by any other tuition-specific award received.

Ohio Wesleyan Grants and Scholarships are funded by the generous gifts of our alumni, faculty, staff and friends of the University. Many students will see named gift awards replacing all or part of prior awarded Ohio Wesleyan grants and scholarships. The naming of Ohio Wesleyan grants identifies the donors who supplied the funding for the grants in aid and are not additional awards on the award letter. Students will be asked to write letters of thanks to any donors identified on their award letters.

All Ohio Wesleyan University grants and scholarships are awarded for use over a 4 year enrollment. Grants and scholarships from Ohio Wesleyan are not awarded to students who choose to attend for more than 4 consecutive years, although other state and federal aid may still be awarded.

Departmental Awards (Fine Arts, Music, Theatre, Dance and Economics)

These Ohio Wesleyan departments offer a limited number of scholarships to first year students. Awards vary in value. Application is made directly through the individual departments and generally require an audition or portfolio review. To retain this scholarship, students must remain in good academic standing for the duration of their studies at Ohio Wesleyan.

Private Student Loans

These loans, provided by various private lenders, are intended to help offset family contribution but may not exceed the cost of education. These loans have varied repayment options, interest rates, and application procedures. Information regarding private student loans can be found on the Ohio Wesleyan Web site.

Ohio Wesleyan, Schell, Hoyt, University and Somerville Loans

A limited amount of university funding has been set aside to assist families in meeting their expected contribution. Loans will be made on a first come, first served basis with priority given to families experiencing significant financial difficulties.

The Henry Nias Foundation Loan Fund

The Henry Nias Foundation Loan Fund is designed to benefit students from New York City who plan on returning to New York City after graduation. This fund was started with a gift from The Henry Nias Foundation. The level of continued funding by The Henry Nias Foundation is directly related to repayments.

Like the University Loan Program, this loan will be offered to families who request assistance in meeting their expected contribution and who meet the above criteria of a student who comes from New York City and plans to return there after graduation. Loans will be awarded where it is determined that this amount can truly make a difference in the possibility of attending or continuing studies at Ohio Wesleyan University. Loan recipients may apply for loan in subsequent years but must demonstrate at least a 3.0 GPA.

Methodist Loan

These loans are considered private loans and reduce the family contribution. Please contact the Financial Aid Office for information.

Outside Scholarships and Grants

Students accepting financial assistance from the University must report to the Office of Financial Aid any scholarships, loans, grants, or other financial resources beyond those provided by the Financial Aid Office. These funds will be used to reduce first, any unmet need and second, the student's self-help portion of the aid package. If outside funding is greater than the student's self-help amount, OWU funds may be reduced by the remaining balance.

OFF CAMPUS STUDY

Ohio Wesleyan funds will not transfer to some off-campus programs. Please contact the Director of Off-Campus Programs for eligible sites. As program costs vary, award packages may be revised. Ohio Wesleyan Grant funds may not exceed the amount awarded for on-campus costs. If an off-campus program is more costly than Ohio Wesleyan's, additional loan funds may be obtained to help offset expenses. Less expensive off-campus programs will cause a reduction in Ohio Wesleyan assistance.

CONTINUATION OF FINANCIAL AID

Financial aid will be renewed from year to year for a maximum of four years or eight semesters, provided you remain in financial need and meet the satisfactory progress standards. The Free Application for Federal Student Aid and the Ohio Wesleyan Application for Financial Assistance must be completed and submitted by March 1 to allow determination of your need for each succeeding year.

Applications filed after March 1st and tax information received after May 15 will cause students to receive reductions in their Ohio Wesleyan Grant money.

As it is presently constituted, your aid package may consist of two different types of aid -- grant (OWU grant funds, state grant assistance, Federal Pell Grant, etc.) and self-help (work/loan). The total amount of aid you are receiving may be adjusted with changes in family financial circumstances and increases in Ohio Wesleyan fees. Mid-year changes should be discussed with the Financial Aid Staff. The composition of the aid package, i.e., the percentage of grant, loan, and work may change from year to year.

The total amount of work and loan in the aid package has been kept lower for underclass students. Since the first years of college are the most difficult ones for the majority of students, we do not want to give excessive amounts of these funds during this period. You can, however, expect an increase in your loan eligibility as you progress through your college career. As you approach graduation, you will have improved chances of completing your program and, hence, be in a better position to repay larger loan amounts.

The composition of your financial aid package reflects both your financial eligibility for assistance and your previous academic record. Generally, the higher your eligibility and the better your academic record the more attractive your financial aid package. As you progress through Ohio Wesleyan, your academic performance will be monitored. The grades you achieve may have a bearing on subsequent aid offers.

POLICIES AND PROCEDURES: PROFESSIONAL JUDGMENT

PHILOSOPHY

The financing of attending Ohio Wesleyan University is the responsibility of the individual student and the student's family. Therefore, the student is expected to explore and pursue all available forms of assistance. The Financial Aid Office seeks to bridge the gap between the cost of attendance and the resources available to the student. The Federal Methodology is used to determine a family's eligibility for federal financial aid funds based on information provided on the Free Application for Federal Student Aid (FAFSA). The Financial Aid Office acknowledges that special circumstances may arise where the Federal Methodology may not accurately reflect a family's true ability to contribute to the cost of education.

Students who believe their circumstances merit reconsideration of their eligibility may meet with a Financial Aid Officer to more fully explore their situations. The Financial Aid Officer may, upon receipt of adequate documentation, make adjustments to a student's cost of attendance or data elements on the financial aid application to change the student's eligibility for financial aid. The extent of additional help may be limited by the availability of funds.

DEFINITION

Professional Judgment is the ability of a Financial Aid Officer to make adjustments on a case-by-case basis to the cost of attendance or values of the data items required to calculate the expected student and/or parent contribution. This process allows for the treatment of individual eligible applicants with documented special circumstances.

SPECIAL CIRCUMSTANCES

Special Circumstances shall be conditions that differentiate an individual student from a class of students rather than conditions that exist across a class of students. Special Circumstances are typically **unplanned** situations that may negatively impact a family's expected ability to contribute towards a student's education. Families may obtain the Special Circumstances Appeal Form directly from the Financial Aid web page found on the Ohio Wesleyan website at www.owu.edu.

POLICIES WHICH IMPACT PARENTAL CONTRIBUTION FROM INCOME

Expected Year Income

The reasonableness of the contribution from parental income may be assessed based on additional factors including but not limited to: parental retirement, job change, resignation, illness, etc. The occurrence of such events enables the aid administrator to consider expected year income in lieu of base year income when determining the parental contribution. Parents will be required to complete the Special Circumstances Appeal Form found on the Ohio Wesleyan website at www.owu.edu.

Elementary/Secondary Tuition

If a dependent student has siblings attending private elementary or secondary schools, the amount the parent contributes for that education may be used to reduce their AGI. If a sibling is considered to be in college and reports elementary/secondary tuition costs, these costs will be removed when determining the parent contribution. Secondary tuition costs listed for the student will not be considered as an offset. Documentation of amount paid may include canceled checks or statements from institutions.

Prior Education Loans

Parents paying educational expenses for prior years may have the documented annual amount of those expenses considered for a reduction of AGI.

Housing Allowance Reported on Federal Schedule SE

When a housing allowance is taxed as self-employment income, the amount may be added to the principals' earned income. This will provide the FICA offset to the additional taxed income. It must still be reported as untaxed income.

Unusual Medical/Dental Expenses

If the parents of dependent students have unusually high medical or dental expenses that are not covered by insurance, they may have a specified amount of these costs considered as a reduction to base year AGI. Documentation may include copies of cancelled checks, statements from a doctor or hospital or the amount on schedule A of the 1040.

POLICIES AFFECTING STUDENT CONTRIBUTION FROM INCOME

Expected Year Income

The student's particular situation will dictate the reasonableness of substituting the expected year income for the base year amount. The institution will use the following factors in its decision to make adjustments:

Student's base year income is not a reasonable predictor for current year income. For Example, a student who has worked full time during the base year and does not have that same opportunity during the current year due to college enrollment.

Students transferred to OWU for the Spring Semester after paying their fall contribution at another college.

Change in Dependency

P.L. 99-48 states that a student may be considered independent if the financial aid administrator makes a documented determination of independence by reason of unusual circumstances. In carrying out that provision, to the extent possible, the institution will treat students in similar situations consistently, while recognizing that each case must be determined individually.

The institution will consider written, documented requests from students to have their dependency status changed from dependent to independent. The student will be notified of the determination in writing.

Dependency Circumstances Meriting Review

Guardianship Ending: Students who have a legal guardian, and that guardianship will be ending before the start of classes, may have their dependency changed from dependent to independent.

Parental Neglect and/or Child Abuse: In situations where parental neglect or abuse is a factor, the student may have their status changed from dependent to independent. The student must provide third party documentation of the family situation. Third party should be a social worker, guidance counselor, minister, etc. Third party **may not** be a relative.

All institutional decisions and actions will be documented using forms designed for such purposes and kept in the student's file.

Exceptions to the documentation requirements listed above will not be allowed.

The institution will not provide an opportunity for the student to appeal the determination.

Cost of Attendance

Adjustments may be made to students' cost of attendance based on special circumstances. When appropriate, this institution will adjust cost of attendance to reflect more closely a student's true expenses. In assessing expenses beyond those normally considered, the institution will consistently follow these policies and procedures:

Request for Review

Cost of attendance will be reviewed upon written request of the student. Reviews will be conducted by the Financial Aid Office.

The student will be notified of the results of the review.

Cost of Attendance Circumstances Meriting Review

Students with special expenses related to handicap: The institution will include additional expenses related to handicapped students in the following situations:

All educationally related expenses including: audiovisual aids, mechanical devices, and special equipment, not funded by external sources, will be added to the student's budget.

Students with dependents requiring special care: The institution will consider additional necessary expenses involved in the care of an individual determined to be dependent on the student under the following circumstances:

Reasonable educational rehabilitative and medical expenses not funded by external sources, will be considered in determining the student's budget.

Documentation

Documentation of additional or unusual costs will generally consist of signed statements from the student (and spouse). A signed statement shall be required from an individual with knowledge of the expense, receipts for purchases, or other items may be required in the following circumstances: Child care expenses, handicap-related educational expenses, and medical/rehabilitative costs not funded by external sources.

REFUND POLICY

If a student withdraws, we will credit his or her account according to the guidelines that follow. The percentages relate to charges for the semester of withdrawal, fall or spring. We will refund any resulting credit balance by check within 60 days of withdrawal. For the purposes of this policy, a semester begins on the first day of classes and ends on the last day of final exams.

The refund formula measures the actual number of days enrolled during the semester. It is determined by dividing the number of days enrolled by the number of calendar days in the semester, including weekends and holidays and excluding any breaks longer than five days. For example, if there are 110 days in a semester and a student withdraws on the 20th day of the semester, their charges and financial aid will be prorated to reflect that he/she has been enrolled for 18.2% of the semester (20/110). If a student withdraws before the start of the semester and incurs no charges, his or her enrollment deposit is forfeited. In the event that the student has incurred charges, the enrollment deposit is first applied to those charges and the balance is forfeited.

If a student withdraws during the fall or spring semester, the refundable amount will be calculated by prorating the tuition, room and board charges and financial aid credits on a daily basis including weekends, but excluding any school breaks of five or more consecutive days, for the first nine weeks (60%) of the semester. There are **no refunds** given for tuition, room or board under any circumstances of withdrawal or dismissal **after the ninth week** of a semester. Lab and course fees will be refunded 100% through the normal drop/add period (first two weeks); there will be no refunds of lab and course fees after that time. Bookstore charges, student health insurance, fines and other miscellaneous charges or personal costs are not prorated and are non-refundable. The financial aid of any withdrawing student is prorated according to the same schedule for tuition, room and board as noted above. All Ohio Wesleyan scholarships, grants, and Title IV aid will be handled separately according to the policies of each granting entity.

If a student is a recipient of Federal Title IV financial aid, refunds to those programs are required by Federal law to be returned first, in the following order: Unsubsidized Federal Stafford Loan, Subsidized Federal Stafford Loan, Federal Perkins Loan, Federal Plus Loan, Federal Pell Grant and Federal SEOG.

A student is not eligible for a refund until all Federal Title IV programs and other scholarships are reimbursed under Department of Education or other appropriate granting agency regulations. In addition, all outstanding balances with the University must be cleared before any refund would be issued to the student or parent.

SATISFACTORY PROGRESS AND GOOD STANDING

These regulations cover all federal and institutional aid programs.

I. Satisfactory Progress

A. Enrollment Status for Financial Aid Programs

A full-time student is defined as one who is enrolled for at least 3.25 units at the end of the second week of classes. A half-time student is one who is taking at least 2 units. A three-quarter-time student is taking at least 3.

Half-Time Enrollment

Half-time students must be enrolled in at least two units per semester, maintain a 2.0 cumulative grade point average, and accumulate four units of credit per year. After earning sixteen credits, each student must apply for admission to the university and be accepted. Students have 8 1/2 years to complete their degrees under half-time enrollment.

Students who do not meet these standards of satisfactory progress will be ineligible for Title IV assistance. Ineligible students may appeal their status due to extenuating circumstances, in which case the Academic Status Committee will determine the necessary student actions for reinstatement of aid.

Students who are less than half-time are not eligible for Title IV or institutional aid and therefore are not subject to these parameters.

B. Credits to be Earned

Satisfactory progress is determined at the end of each academic year. Full-time students must earn at least seven (7) units of credit by the start of their second year, at least fourteen (14) units by the start of their third year, and at least twenty-one (21) units by the start of their fourth year. Half-time students must complete 2 to 2.99 units of course work each semester. Three-quarter-time students must complete 3 to 3.24 units of course work each semester. Students who fail to make satisfactory progress will be placed on probation for one year. If, at the end of the probationary year, satisfactory progress has not been reached, students will be academically dismissed from the University.

C. Special Circumstances

1. Withdrawal or Leave of Absence -- A student withdrawing or taking a leave of absence will be subject to the regulations stipulated in I and II.

2. Repeating a Course -- A course being repeated will count as a normal course for the purpose of computing tuition charges and determining a student's academic load (status). Credit for the courses will vary according to the grade given the first time the course is taken:

a. When the initial grade in the course to be repeated was C- or above, both grades will be averaged into the cumulative grade point average and recorded on the transcript. Credit will be given only for the initial enrollment.

b. When the initial grade in the course to be repeated was D+, D, or D-, only the second grade earned will be counted in the cumulative grade point average, although the transcript will record both the initial grade and the grade from the repeated course. Credit will be given only for the initial enrollment.

c. When the initial grade in the course to be repeated was an F, only the second grade earned will be counted in the cumulative grade point average, although the transcript will record both the initial grade and the grade from the repeated course. Credit will be given only for the second enrollment.

3. Incompletes—Students whose progress is dependent upon removing an Incomplete will have up to the fifteenth day of the subsequent term to remove the incomplete. If it is not removed by this point (excluding exceptions), an "F" will be assigned for the course.

D. Transfer Student

Students transferring to Ohio Wesleyan will have their acceptable courses translated into units by the Registrar. They will then be told what semester and year they are considered to be and become subject to these guidelines.

II. **Good Standing**

Any student who has a cumulative grade point average of less than 2.0 will be placed on probation unless the student's semester grade point average is less than 1.0.

Regardless of the cumulative average, any student who earns less than 1.0 in a given semester will be academically dismissed from the University.

Students who have been placed on academic probation may be permitted to continue at Ohio Wesleyan if their performance in the next semester raises or maintains their cumulative grade point average. By the start of the third year, however, all students must have and must maintain the 2.0 required for graduation.

III. **General Consideration**

Monitoring

At the end of each academic year, the grades and satisfactory progress of each student at Ohio Wesleyan are reviewed by the Academic Status Committee of the Faculty. This Committee will notify students of their probation or dismissal.

Appeals

Students who are academically dismissed from Ohio Wesleyan have the right to appeal their dismissal to the Academic Status Committee on the basis of verifiable, extenuating circumstances and may be permitted to enroll the following semester on a conditional basis. If the student is not permitted to enroll the following semester, the student may apply for reinstatement to Ohio Wesleyan after one semester, excluding summer, away from the campus.

Exceptions

Grade point average requirements for continuation of the Schubert and Founders scholarships, Branch Rickey scholarship, Music scholarship, Dean's scholarship, Bishop Award and other University scholarships and awards are higher than those of other programs.

With the exception of the section pertaining to status (I.A.), Ohio College Opportunity Grants (OCOG) is not covered by these guidelines. State law requires only that recipients be enrolled full-time.

Two other state grant programs also are not subject to all of these regulations. The Vermont grant program requires only that students not receive more than four years of state assistance. The Pennsylvania program looks only at satisfactory progress, i.e. moving to the next academic level, not grade point average.

Limits of Time

Students must complete their bachelor's degree within five academic years (an academic year equals two semesters plus summer sessions) of full-time study, six academic years of three-quarter time study, or eight and one-half years of half-time study according to the following schedule:

After this number of academic years	1	2	3	4	5	6	7	8	8.5
A full-time student must have earned at least this number of credits	7	14	21	28	34				
A three-quarter student must have earned at least this number of credits	6	12	18	24	30	34			
A half-time student must have earned at least this number of credits	4	8	12	16	20	24	28	32	34