

Promise Program (formerly known as the BOG waiver).
Federal regulations require that the standards applied to
students receiving financial aid also apply to those students
during periods when they were not receiving aid.

We recommend that all Financial Aid students meet with

The maximum unit time frame includes units attempted at Hartnell College during all periods of enrollment in which the student did or did not receive financial aid. The maximum unit time frame also includes evaluated units from prior colleges which meet program requirements of the student's current academic objectives as determined from official transcripts. This is required if the student has requested inclusion of prior academic credit for any purpose within the college.

If the student's total units equal or exceed the maximum unit time frame of 150% (equivalent to 90 attempted units for an AA/AS or transfer), his/her eligibility for financial aid will be terminated. If there are extenuating circumstances, the student may appeal for an exception to this policy by submitting a Financial Aid Appeal petition. For further information, see the SAP APPEAL section.

Excessive Units

- Up to 30 units of remedial basic skills courses and all English as a Second Language (ESL) courses will be excluded from the 150% limit.

Military credits will be excluded at your request.

- Repeated classes Financial assistance may be awarded to cover the cost of courses previously taken to improve a grade. Although on a student's academic record, the college counts only the most recent grade earned when the student repeats a course, financial aid must include the units from every attempt when calculating a student's SAP status. Repeated semester units will count toward the 150% maximum eligibility allowed. HCC financial aid pays for only one repeat per course.

High Unit Majors: These programs have different time frames than the average programs at HCC. For a list of all High Unit Majors please see our 2022-2023 Catalog High Unit Majors list. If a student has been accepted into one of these programs, the student may be eligible for financial assistance beyond the 90 unit maximum.

Certificate Program: Students who only have a Certificate program declared on their record when the FA Department runs SAP calculations cannot be recalculated if they add an AA degree for excessive unit purposes within that same semester. They will need to file an appeal on the certificate program.

Other Important Factors

GRADE CHANGES AFTER FINAL GRADE IS ISSUED It is the student's responsibility to notify the Financial Aid Office of any official grade changes including removal of an Incomplete grade (I) that would affect the student's satisfactory academic progress status.

ACADEMIC RENEWAL Hartnell College has an Academic Renewal Policy through which a student may apply to have credits attempted and grades earned in previous semesters excluded from the calculation of the student's GPA. The Federal Student changes of



7. After the second SAP appeal deadline for Fall/Spring, you will be asked to Mid Term Progress grades with your appeal for the SAP Committee to decide on your appeal. Mid Term Progress grades are always required for Summer semester appeals.

COVID-19: Due to remote services and instruction you may submit a copy of your Canvas Gradebook and an email from your instructor indicating your grade for each course, or a self-certified progress report.

APPEAL COMMITTEE REVIEW:

The FA Appeal Committee will review all student Appeal petitions in a timely manner. The decision of the Appeal Committee is final. Students will be notified in writing regarding the status of their Appeal.

NOTE: Students may submit an SAP Appeal petition for Committee review. However, the student's Financial Aid file must be complete before any financial aid can be disbursed.

APPROVED APPEAL STATUS:

Students with an approved appeal will only receive financial assistance for courses that are required for their academic major and are listed on their Student Educational Plan. If there are any changes to the Educational Plan, it is the student's responsibility to submit an updated copy of the Educational Plan and a written statement to the Financial Aid Office immediately. If an appeal is submitted after the established semester deadline and approved, funding will only be disbursed for the semester in which they were approved. No retroactive disbursements will be made.

Eligibility for federal, state, and institutional eligibility will be determined after the appeal has been approved. Eligibility for the California Promise Program (formerly known as the BOG waiver) is not affected by SAP status.

Upon approval, the student will be placed on a probationary status and grades and progress toward a degree will be reviewed each semester. Once the appeal is approved, the student MUST meet all standards each semester (2.0 semester GPA and completion of all semester coursework) for continued eligibility. The student must also follow the conditions of their Educational Plan. Any change to the student's Educational Plan will require an updated Educational Plan along with a Student Statement to be submitted to the Financial Aid Department. Only one change in the program will be considered and may be denied if it would require a significant extension to the student's time frame.

If a student fails to meet all standards each semester (as an approved appeal student), he/she will become ineligible for further appeal for the remainder of the academic year.