

RABBINICAL COLLEGE OF LONG ISLAND

SATISFACTORY ACADEMIC PROGRESS POLICY

In order to maintain eligibility for Title IV Aid programs, students must meet the following Satisfactory Progress standards.

All matriculated students pursuing an approved program at Rabbinical College of Long Island are required to maintain punctual and consistent attendance and conscientious and graded assiduous involvement in study as well as satisfactory academic progress toward graduation, which in this institution is defined as being in good academic standing as detailed below. Students admitted and enrolled at Rabbinical College of Long Island must attend on a full time basis.

The SAP standards required for students receiving Title IV federal financial aid are one and the same for all matriculated students at Rabbinical College of Long Island. Satisfactory academic progress at Rabbinical College of Long Island has two principal components: a qualitative standard and a quantitative standard:

Qualitative Standard

In pursuit of graduation, the student must achieve a cumulative grade point average (GPA) of 2.0 (the equivalent of a “C” average) or better. Students’ records are evaluated at the end of each semester and are expected to maintain a minimum cumulative GPA of at least 2.0.

The grading system followed at Rabbinical College of Long Island is based on a combination of criteria. These include an evaluation by instructors of the student’s classroom interaction and oral examinations.

Semester grade point averages shall be calculated according to the following numerical equivalents:

A	4.0	I	Incomplete
A-	3.7	F	0.0
B+	3.3		
B	3.0		
B-	2.7		
C+	2.3		
C	2.0		
C-	1.7		
D+	1.3		
D	1.0		
W	Withdrawal		

Quantitative Standard

- Maximum Timeframe

A student must make sufficient progress through the academic program to complete the 160 credits, four and a half year undergraduate program, within a time period of not more than twenty semesters (six and two-third years), which is 150% of the published length of the program.

- Pace of Completion

Full time students must successfully complete 67% of the normal attempted credits per semester, with a maximum attempted credits ceiling of 240 credits.

Below is a sample chart illustrating how maximum time frame and pace of completion are applied. The number of credits an individual student must earn may vary from what is depicted in the chart based on his enrollment schedule.

Semester	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Credits Earned	8	16	24	32	40	48	56	64	72	80	88	96	104	112
Max Attempted Credits	12	24	36	48	60	72	84	96	108	120	132	144	156	168

Semester	15	16	17	18	19	20
Credits Earned	120	128	136	144	152	160
Max Attempted Credits	180	192	204	216	228	240

At the end of each semester, students’ academic files are evaluated to determine if the students are making satisfactory academic progress. As part of the evaluation the students earned credits are divided by the student’s attempted credits to determine if the student is progressing through the four and a half year academic program at a pace sufficient to complete the program within the maximum time frame. If the number of credits earned divided by the number of credits attempted is 67% or greater he is determined to be making satisfactory progress.

Federal Financial Aid Warning and Academic Probation

For continued eligibility for federal financial aid programs, if a student falls below the satisfactory progress standards, he will be given a financial aid warning during which time he maintains federal

financial aid eligibility. The warning period will last for one semester. During the federal financial aid warning period, the Rosh Yeshiva will counsel the student and attempt to improve the student's performance by providing various student services that might include special tutoring, a new study plan or a scheduling accommodation. If, after this federal financial aid warning period, satisfactory progress standards are still not met, the student will be notified that he will be terminated from financial aid. He will be notified that he has the option of appealing his lack of satisfactory academic progress. Procedures for filing an appeal are described in the section below. If the student successfully appeals the lack of satisfactory progress after the financial aid warning, he will be placed on academic probation for one semester.

The Rosh Yeshiva will monitor the student during the period of probation and will devise a study plan to enable the student to improve his academic standing. This may involve conferences with the student and his instructors. If during the probation period the student's academic performance improves and the student's progress is within satisfactory academic progress standards, the probationary status will terminate.

If, after the period of probation, the student's academic performance still fails to meet the academic progress standards of the institution, he will be subject to academic discipline which may include expulsion or suspension from the institution, and will be ineligible to receive Title IV federal financial aid.

Reinstatement

When it is determined, by examining his progress for the semester, that a student who was not making satisfactory progress has improved his average and attained sufficient credits to bring his total to the appropriate number for the semesters completed, the student will be notified that he may once again receive aid from Title IV programs. The Rosh Yeshiva will notify the financial aid office of each student's status at the start of each semester.

To re-establish good academic standing, students must consult with the Rosh Yeshiva who will design a study plan to assist the student in raising his grades. The Rosh Yeshiva will inform the financial aid office when he determines that the student is successfully implementing the study plan. Such notifications will allow the student to again participate in the aid programs until the completion of the semester. Students who do not take advantage of the Rosh Yeshiva's program shall continue to have their financial aid eligibility suspended until the time they can establish satisfactory progress.

Incompletes

If a student has not completed all required course work, he may have up to six months, at the discretion of the instructor, to complete the work. If it can be determined that, without passing this course, the student will be in compliance with Satisfactory Progress standards, the incomplete will not be considered to affect his average or his satisfactory progress in that interim. If it is

determined that, without passing this course the student will not be in compliance with satisfactory progress standards, the student's faculty advisor will meet with the Rosh Yeshiva to discuss the situation. If they are able to determine that the student is making efforts in good faith to complete the missing work, they may allow him to retain the status of satisfactory progress in the interim.

Withdrawals

Students who withdraw or fail to complete a course will have the course recorded as **Withdrawn Without Penalty**. This grade will not be counted in the student's GPA. However, the course(s) will be counted towards the student's number of credits attempted.

Transfer Credits and Satisfactory Progress

Transfer credits are included in the GPA calculation, and are counted toward both the number of attempted credits and the number of credits earned by the student.

Appeals Process, Mitigating Circumstances

A student who wishes to appeal a determination of probationary status, lack of satisfactory progress, or similar issues must submit an appeal in writing to the Rosh Yeshiva. The Rosh Yeshiva will consider all relevant information, i.e., mitigating circumstances such as illness or death in the immediate family or other unusual situations. The student must also explain how his situation has changed to allow him to make satisfactory progress. The Rosh Yeshiva will consult with faculty members as appropriate.

The Rosh Yeshiva's decision will be conveyed to the student in writing within ten days of receipt of the student's written appeal.

Repetitions

All repeated courses are counted in the number of student's attempted credits, but cannot be counted toward full time enrollment status for the semester in which the repeated course is taken, unless the student is retaking a course in which he received a failing grade.

Students will be allowed to repeat a course, provided the student will then remain within the time frame required for satisfactory progress.

ESL/Noncredit Remedial Courses

Rabbinical College of Long Island does not offer any ESL or non-credit remedial courses.

Good Academic Standing for State Grant Programs

To maintain eligibility for NY State aid (TAP), students must be in Good Academic Standing, which is defined as accumulating a minimum number of credits and achieving a specified GPA each term. The requirements are based on the school's minimum requirements.

The chart below illustrates these minimum requirements:

Semester	1	2	3	4	5	6	7	8	9	10
Minimum credits that student must have earned	0	6	15	27	39	51	66	81	96	111
With a GPA of at least	0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0

For New York State aid programs (TAP) there is no financial aid warning period. Students who do not meet satisfactory progress standards lose their eligibility for state aid. There is a one-time waiver of good academic standing that may be used by students receiving state grants. This waiver is only issued in situations where there are extenuating circumstances that contributed to the drop in good academic standing, i.e. illness of the student or death in the student's family. To apply for this waiver, the student must make a written request to the Rosh Yeshiva and supply third party documentation, i.e. a doctor's note. Additionally, students who fail to meet the required GPA average may request a C waiver. These waivers are handled on a case-by-case basis and a request for the waiver, which includes supporting documentation, must be provided to the Rosh Yeshiva.