

CENTRAL YESHIVA TOMCHEI TMIMIM LUBAVITZ

SATISFACTORY ACADEMIC PROGRESS

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 Central Yeshiva Tomchei Tmimim Lubavitz are required to maintain satisfactory academic progress toward graduation, which, in this institution, is defined as being in good academic standing as detailed below.

The SAP standards required for students receiving Title IV federal financial aid are one and the same for all matriculated students at Central Yeshiva Tomchei Tmimim Lubavitz. Satisfactory academic progress at Central Yeshiva Tomchei Tmimim Lubavitz 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 are evaluated at the end of each semester and are expected to maintain a minimum cumulative GPA of 2.0.

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

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

- **Quantitative Standard**

- **Maximum Timeframe**

First Rabbinic Degree

A full time student must make sufficient progress through the academic program to complete the 150 credit, five-year undergraduate program, within a time period of not more than seven and a half years (fifteen semesters).

A part time student must make sufficient progress through the academic program to complete the 150 credit, five-year undergraduate program, within a time period of not more than nineteen years (thirty-eight semesters).

Advanced Rabbinic Degree

A full time student must make sufficient progress through the academic program to complete the 60 credit, two-year undergraduate program, within a time period of not more than three years (six semesters).

A part time student must make sufficient progress through the academic program to complete the 150 credit, five-year undergraduate program, within a time period of not more than eight years (fifteen semesters).

- **Pace of Completion**

First Rabbinic Degree

Students must successfully complete 67% of their attempted per semester, with a maximum attempted credits ceiling of 224 credits. Below is a sample chart illustrating how maximum time

frame and pace of completion are applied for a full time student. 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	15
Credits Earned	10	20	30	40	50	60	70	80	90	100	110	120	130	140	150
Max Attempted credits	15	30	45	60	75	90	105	120	135	150	165	180	195	210	224

At the end of each semester, students’ academic files are evaluated to determine if they are making satisfactory academic progress. As part of the evaluation the student’s earned credits are divided by his attempted credits to determine if the student is progressing through the five-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.

Advanced Rabbinic Degree

Students must successfully complete 67% of their attempted per semester, with a maximum attempted credits ceiling of 90 credits. Below is a sample chart illustrating how maximum time frame and pace of completion are applied for a full time student. 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
Credits Earned	10	20	30	40	50	60
Max Attempted credits	15	30	45	60	75	90

At the end of each semester, students’ academic files are evaluated to determine if they are making satisfactory academic progress. As part of the evaluation the student’s earned credits are

divided by his attempted credits to determine if the student is progressing through the five-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 HaYeshiva 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 HaYeshiva 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 HaYeshiva 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 HaYeshiva who will design a study plan to assist the student in raising his grades. The Rosh HaYeshiva 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 HaYeshiva'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 HaYeshiva 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 not included in the GPA calculation; however they 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 HaYeshiva. The Rosh HaYeshiva 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 HaYeshiva will consult with faculty members as appropriate.

The Rosh HaYeshiva'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

Central Yeshiva Tomchei Tmimim Lubavitz 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 at least a GPA of	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 HaYeshiva 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 HaYeshiva.