

University of California San Diego
Skaggs School of Pharmacy and Pharmaceutical Sciences
Satisfactory Academic Progress for Financial Aid Appeal Form

Student Appeal Form

Since you have not met the standards for the coursework you completed in the _____ academic year, we must now place you on financial aid probation. This means that you will no longer be eligible to receive financial aid in the next academic year without filing an appeal based on the special circumstances leading to your academic difficulty.

Please be aware that the school is ready to respond to mitigating circumstances which may arise in individual situations, such as injury, illness, death of a close relative or other personal circumstances. The school may require documentation of the mitigating circumstances, and reserves the right to request additional documentation, if necessary.

Students on financial aid probation will have their academic status reviewed by the Academic Oversight Committee. The Academic Oversight Committee will indicate the actions that the student must take to successfully progress through the curriculum and meet the SAP for financial aid standards. Once the Academic Oversight Committee has articulated an academic plan for you, you may appeal the loss of financial aid eligibility by submitting this appeal form in conjunction with the academic plan to the Associate Dean for Student Affairs. Typically such appeals will be approved.

If your appeal is approved, you will continue to receive financial aid, and your progress towards meeting the academic plan will be monitored on a quarterly basis. If you meet the conditions of the academic plan over the course of the next quarter, you will return to SAP for financial aid status for the remainder of the year. However, if you do not meet the conditions of the academic plan, you will continue on financial aid probationary status, and will be given the opportunity to make a second appeal. ***Please note that if you are making a second appeal, your appeal form must indicate mitigating circumstances that differ from the circumstances described in the original appeal.*** Again the secondary appeal will be reviewed by the Associate Dean for Student Affairs. If your appeal is approved, you will continue to receive financial aid, and will continue to be monitored on a quarterly basis. If you meet the conditions of the academic plan over the course of the next quarter, you will return to SAP for financial aid status for the remainder of the year.

Students who have lost their eligibility for financial aid may apply for private loans and may be reinstated for financial aid eligibility upon satisfactory completion of the academic plan requirements determined by the AOC. Once your appeal has been reviewed, and a decision has been made, you will be informed of the decision in writing. Please describe the mitigating circumstances which have led to your academic difficulty below, and attach any substantiating documentation that may help the school better understand your situation.

Please submit copies of the financial aid appeal form to:

Candis Morello, Pharm.D.
Associate Dean for Student Affairs
9500 Gilman Drive, MC 0657
La Jolla, CA 92093-0657

Andrina Marshall, MA/MBA
Associate Dean for Business & Fiscal Affairs
9500 Gilman Drive, MC 0657
La Jolla, CA 92093-0657

Questions regarding this policy may be directed to:
Carol Hartupee
Financial Aid Director
UC San Diego Health Sciences Financial Aid
Email: chartupee@ucsd.edu

Satisfactory Academic Progress for Financial Aid Policy

Federal regulations published on October 6, 1983 specify that standards of satisfactory academic progress (SAP) must be established by schools for purposes of awarding Department of Education Title IV student assistance funds. Title IV funds include Federal Direct Student Loans, Federal Perkins Loans, and Federal Work Study. In accordance with these regulations, UCSD Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS) has established the following standards for a student to be eligible to receive Title IV assistance, as well as other financial aid assistance.

Qualitative Measure

The normative registered time to complete the requirements for the Pharm.D. degree is four years. The time limit excludes enrollment in a second degree program and approved leaves of absence. The maximum calendar time to complete the requirements for the Pharm.D. degree is six years. The maximum time period for students who are pursuing both the Pharm.D. and Ph.D. degrees will be a combination of enrollment periods established by the SSPPS for the Pharm.D. degree and the Office of Graduate Studies and Research for the Ph.D. degree. The qualitative standard to be eligible for financial aid is being on a schedule which will allow for graduation four years after matriculation.

Quantitative Measure

The minimum quantitative standard that students must meet to be eligible for financial aid is 67% of the cumulative coursework attempted for each academic year. To successfully complete

units a student must receive a grade of H (honors), P (pass), or S (satisfactory.) Grades of F (fail), Y (provisionally unsatisfactory), I (incomplete), U (unsatisfactory) or IP (in progress) do not count as successful completion of coursework attempted. All students ending their second or subsequent academic year must be “in good standing” (not on academic probation.)

Withdrawals

Withdrawals on the first day of the quarter will not count as units attempted. Withdrawals after the first day of the quarter will count as units attempted.

Repetition of Coursework

Repeated courses will be treated as coursework completed.

Remediation of Coursework

Remedial coursework will count as units completed.

Each financial aid recipient's progress will be reviewed on an annual basis to determine that the recipient is making sufficient progress to meet the time limits as specified. Students who do not meet the standards as indicated above, will be placed on financial aid probationary status, and may be eligible to receive additional quarters of financial aid, based on the successful appeal of their individual circumstances.

Appeals

The school is ready to respond to mitigating circumstances which may arise in individual situations, such as injury, illness, death of a close relative, or other personal circumstances. The school may require documentation of the mitigating circumstances, and reserves the right to request additional documentation, if necessary.

Students on financial aid probation will have their academic status reviewed by the Academic Oversight Committee. The Academic Oversight Committee will indicate the actions that the student must take to progress through the curriculum in the form of an academic plan. Once the Academic Oversight Committee has articulated an academic plan for the student, the student may appeal the loss of financial aid eligibility by submitting Satisfactory Academic Progress for Financial Aid Appeal Form in conjunction with the academic plan to the Associate Dean for Student Affairs. Typically such appeals will be approved.

Students whose appeals are approved, will continue to receive financial aid, and will be monitored on a quarterly basis. Students meeting the conditions of the academic plan over the course of the next quarter; will return to SAP status for financial aid for the remainder of the year. Students who have not met the requirements of the academic plan, will continue on financial aid probationary status, and will be given the opportunity to make a second appeal. Students should note that the mitigating circumstances explained in the second appeal must be different than the circumstances indicated in the original appeal. The secondary appeals will be

reviewed by the Associate Dean for Student Affairs. Students whose appeals are approved will continue to receive financial aid, and will continue to be monitored on a quarterly basis. Students meeting the conditions of the academic plan over the course of the next quarter will return to SAP for financial aid status for the remainder of the year.