



RUTGERS POLICY

Section: 10.3.1

Section Title: Student Services & Other Student-Regulated Policies and Programs

Formerly Book: 4.1.2

Policy Name: Financial Aid

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Responsible Executive: Executive Vice President for Academic Affairs

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Policy:

10.3.1 FINANCIAL AID

Financial Aid Office Mission Statement: The University Financial Aid Office, the University-wide administrative office charged with coordinating student assistance, has offices at the Newark, Camden and New Brunswick campuses. The office serves undergraduate, graduate and professional students by assisting in the application process and packaging of federal, state and institutional programs of student assistance.

The office provides both basic and highly specific information regarding a range of federal, state and institutional aid sources. Its focus is in establishing aid eligibility, awarding scholarships, grants, loans and employment, and the provision of information and problem resolution services. The primary objective of the Financial Aid Office is to assist students and families in planning for and meeting expenses associated with attendance at any of the Rutgers University campuses.

The Financial Aid Office is the primary administrative unit designated by the university to fulfill federal and state student assistance mandates. In addition to assuring regulatory compliance, the University Financial Aid Office is committed to providing courteous and efficient service to students, families, faculty and staff.

The Financial Aid Office is a primary advocate for students and families assisting them in securing necessary financial resources. The office assists in university recruitment and retention efforts through participation in a wide range of events involving students, families, faculty, staff and community members. In addition, the office is the primary initiator of research and analysis relating to student financial assistance.

Academic Progress: Students must maintain a certain level of academic achievement to continue receiving financial aid at Rutgers University. Academic Progress is a requirement for all students. Specifically, financial aid recipients must meet both a “qualitative” and a “quantitative” standard to maintain eligibility for financial aid. The qualitative measure is set by the faculty of the school or college a student attends and is referred to as Academic Standing. In addition to maintaining good academic standing, based on maintaining a certain cumulative grade-point average, students must successfully earn minimal numbers of degree credits for each term of attendance at the university. This is the quantitative measure. The number of credit hours necessary per term is outlined in the table entitled “Academic Progress - Credit Level Expectation.”

A. Academic progress toward graduation is measured on a semester basis. Measurement is conducted at the close of the spring term of a full academic year. Degree credits earned during summer sessions can be added to a student’s yearly total to meet the minimum credit requirement. Summer sessions are not counted in the cumulative enrollment.

B. These guidelines apply to undergraduate students enrolled at Rutgers University who have been awarded federal, state, and/or institutional aid. Student aid programs include the following:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (SEOG)
- Federal Work - Study Program
- Federal Perkins Loan
- Federal Stafford Loans (both subsidized and unsubsidized)
- Federal Parent Supplemental Loan (PLUS)
- Institutional Funds
- New Jersey State Assistance Programs
 - Tuition Aid Grant (TAG)
 - Bloustein Distinguished Scholarships
 - Educational Opportunity Fund (EOF)

C. The following rules will be used to determine eligibility:

- (1) All students are subject to federal, state and university limits on the total number of terms of aid they may receive including aid received outside of Rutgers. The November 29, 1994 regulations specify that for an undergraduate program, the maximum time frame may not exceed 150 percent of the published length of the program measured in academic years, terms credit hours attempted, or clock hours completed, as appropriate.
 - (a) For example, a student enrolled in a four-year, full-time program may receive up to 10 terms of federal and university aid, but only 9 terms of state financial aid.
- (2) In order to receive aid, a student must be making minimal progress regardless of whether he/she has previously received aid.
- (3) A student enrolled in a designated five-year program may receive up to 12 terms of federal and university financial aid, but only 11 terms of state financial aid.

- (4) An Educational Opportunity Fund (EOF) student enrolled in a four-year program, may receive up to 12 terms of federal, state and university aid.
 - (5) A half-time student taking more than 6 but less than 12 credits for all terms, may receive up to 20 terms of federal and university aid.
 - (6) If a student has full-time and half-time semesters of enrollment, his/her half-time term will be pro-rated at the rate of 50 percent of the full-time standard.
 - (7) A student must make satisfactory progress toward a degree and meet the minimum cumulative grade point average required by the faculty of the college he/she attends.
 - (8) Academic Progress is automated and is based upon a student's original or current admit type and registration status (i.e., regular, special program student and full-time or less than full-time enrollment). Semesters of enrollment are calculated as follows:
 - (a) 12.0 credits (11.5 at RC) or more = 1 semester
 - (b) 6.0 to 11.5 credits (11.0 at RC) = .5 semester
 - (c) Less than 6.0 credits = 0 semester
 - (9) Measurement occurs immediately after spring semester grades have been posted to the Student Records Data Base (SRDB) in May. At the end of the summer session(s) there will also be updates. No re-measurement or update will occur after the fall Term Grade Report (TGR) cycle. If a student does not meet the minimal standards, he/she will be placed on probation or deemed ineligible for aid during the following academic year.
 - (10) Term segments (semesters of enrollment and credits) are ignored for non-matriculated students, or students who were non-matriculated for part of their Rutgers career. Only after two semesters of matriculated study have been completed will a student's Academic Progress status be evaluated.
 - (11) Although summer session(s) are not counted as semester(s) of enrollment, degree credits earned during the summer can be added to the yearly total to meet the minimum credit requirements.
 - (12) For transfer students, all credits accepted from prior institution(s) will be added up and divided by 15. The result, rounded down to the nearest whole semester will be the official measurement of semesters spent at another institution(s).
- D. Quantitative academic progress is measured incrementally by the number of successfully completed credit hours within a specific time period.
- (1) The following chart describes the undergraduate credit level expectations for regular and special admit students:

ACADEMIC PROGRESS

Undergraduate Credit Level Expectation

Number of Terms Program Registered Students*	Regular Students	Special
2 nd	18	0
3 rd	30	12
4 th	42	24
5 th	54	36
6 th	66	48
7 th	78	60
8 th	90	72
9 th	105	84
10 th	120	96
11 th (5 th - yr. Program)	132	108
12 th (5 th - yr. Program)	146	120
13 th	not eligible	132

*Educational Opportunity Fund (EOF) and students placed into courses which do not bear graduation credit.