

## Standards of Satisfactory Academic Progress

### Student Progress

All students must maintain satisfactory academic progress in order to remain enrolled at the school. Satisfactory academic progress is determined by measuring the student's cumulative grade point average (CGPA) and the student's rate of progress toward completion of the academic program. These are outlined below.

### CGPA Requirements

Students must meet minimum CGPA requirements at specific points during their enrollment in order to be considered making satisfactory academic progress. These requirements are noted in the tables below. These will be reviewed at the end of each grading period after grades have been posted to determine if the student's CGPA is in compliance. Once a student reaches a review point, they must maintain the minimum CGPA for that level at the end of each grading period until such time as they reach the next level of review.

Academic progress reports (grades) are available to students on-line after each exam and at the end of each semester and at/or course end.

Certificate Program	Minimum CGPA Required
EMT	75% - 2.0- C
Paramedic	80% - 3.0- B

Associate Degree Program	Minimum CGPA Required
EMS Degree	80% - 3.0- B
Fire Science Degree	70% - 2.0- C

### Maximum Time in Which to Complete

A student is not allowed to attempt more than 1.5 times, or 150%, of the number of credits in their program of study. The requirements for rate of progress are to assure that students are progressing at a rate at which they will complete their programs within the maximum time frame. The maximum allowable attempted credits are noted in the table following.

### How Transfer Credits/Change of Program Affect SAP

Credit that has been transferred into the institution by the student has no effect on the percentage of completion calculation in the SAP, nor does it have any effect on the grade point average requirement for the SAP. Transfer credit is considered when computing the maximum timeframe allowed for a program of study. For example, a student transfers from institution A to institution B. The student is able to transfer 30 credits that she earned at institution A into a program at institution B. The program requires 60 credits to graduate. Thus, the maximum time frame for this student's new program at institution B will be one and half times (150%) x 60 = 90 credits. The 30 transfer hours will be added to the attempted and earned hours when the time frame is being calculated.

When a student elects to change a program at HCI, the student's earned credits and grades will be transferred into the new program as applicable, including transfer credit. Credits earned at the

school in the original program of study will be used when computing grade point average, rate of progress and maximum time frame. Transfer credits from another institution that are applicable to the new program of study will not be calculated in the grade point average or rate of progress, but will be considered as credits attempted and earned in the time frame calculation. For example, a student transfers from program A to program B. The student is able to transfer 30 external credits and 10 credits earned in program A into program B. Program B requires 60 credits to graduate. Thus, the maximum time frame for this student's new program will be one and half times (150%)  $\times 60 = 90$  credits. The 30 external transfer hours will be added to the attempted and earned hours when the time frame is being calculated and the 10 credits earned in program A will be included in the grade point average, rate of progress and the time frame calculations.