Satisfactory Academic Progress (SAP)

PURPOSE: To Outline the Relationship of Financial Awards and Academic Performance

SCOPE: Candidates for the Doctor of Medicine Degree (M.D.)

DEFINITION:

Satisfactory Academic Progress (SAP) is defined as the progression through our curriculum as set forth within the academic probation section of the Grading and Promotions Policy within the Student Handbook.

A student who is placed on Academic Probation will be automatically placed on Financial Aid Probation.

Students are placed into one of the two categories listed below based upon their academic performance.

1. A student is meeting Satisfactory Academic Progress (SAP) requirements:
   - when a student has successfully completed all courses/clerkships and passes a USMLE Step 1, Step 2 CK, or Step 2 CS examination on the first attempt; or
   - when the student has successfully completed repeating an academic year and/or has completed the successful remediation of a repeated course (s) and/or clerkship (s) due to unsatisfactory academic performance; or
   - when a student passes USMLE Step 1, Step 2 CK, or Step 2 CS examination on the second and/or third attempt

2. A student is not meeting Satisfactory Academic Progress (SAP) requirements:
   - when the student has unsuccessfully completed the remediation process for a course/clerkship and/or is required to repeat a course/clerkship due to unsatisfactory academic performance; or
   - when a student has an unsatisfactory in two courses and/or clerkships and must repeat the courses and/or clerkships in the next academic year; or
   - when a student fails a USMLE Step 1, Step 2 CK, or Step 2 CS examination on the second and/or third attempt

PROCEDURE:

In order to receive federal financial aid, students must demonstrate Satisfactory Academic Progress (SAP) toward the attainment of their medical degree. SAP will be reviewed at the end of every academic year.

- If a student does not have SAP at the end of the academic year, federal aid will be revoked going forward until the student attains SAP. Or, the student can appeal, and if approved, the student can be placed on financial aid PROBATION for the upcoming academic year.
- The Financial Aid Office will determine whether or not the student is granted PROBATION with another academic year of federal aid. If the student is placed on an academic plan by the Academic Standing Committee* or Executive Committee of Deans, the student can continue to
receive federal aid as long as the student follows the academic plan set forth by the Academic Standing Committee or Executive Committee of Deans. The academic plan option is determined on a case by case basis.

- The CMSRU Financial Aid Office must follow all SAP guidelines as set forth by federal regulations.

**NOTE:** If a student does not have SAP at the end of the academic year, institutional scholarships from CMSRU will be revoked and decisions regarding academic standing (for institutional scholarship purposes) cannot be appealed.

**RESPONSIBILITY:**

If a student is not attaining Satisfactory Academic Progress (SAP), the Academic Standing Committee will inform the Financial Aid Office about the student’s standing.

*The Academic Standing Committee considers matters of academic standing, promotion and graduation of medical students. This committee has the responsibility of ensuring that each student meets the grading and promotions standards established for CMSRU (see the Student Handbook for the Grading and Promotions policy). This committee will ensure that students are assessed against defined learning objectives and that specific competencies have been achieved. The Academic Standing Committee has the responsibility to determine that students have satisfactorily met the requirements of each academic year in the M.D. curriculum; recommend to the faculty the candidates for the M.D. degree; consider individual requests for exceptions; determine whether students are to be placed on an academic plan or academic probation and the conditions for suspension. The committee may recommend the dismissal of a medical student to the dean in accordance with the policy.*