**FINANCIAL AID**

*By regulation of the Board of Trustees, all financial aid must be approved by the Committee on Scholarships and Student Aid.*

Financial aid programs include institutional, state, and federal scholarship, loan, and work funds. Financial need is a factor in the awarding of most aid. The annual calculation of need, and therefore award amounts, may vary from year to year. Additional information is provided at [http://financialaid.wfu.edu/helpful-resources/info-undergrad-aid-recipient/](http://financialaid.wfu.edu/helpful-resources/info-undergrad-aid-recipient/). IRS Publication 970 describes the possible taxability of scholarship assistance.

### Policy on Satisfactory Academic Progress for Financial Aid Eligibility

#### Federal Financial Aid

Evaluation of students’ satisfactory academic progress for purposes of federal financial aid eligibility is made at the end of each term (fall, spring, summer), to determine eligibility for the following term. Evaluation is also made upon students’ readmittance and/or return to active status following a period of continuous enrollment status. The Higher Education Act mandates that institutions of higher education establish minimum standards of satisfactory academic progress for students receiving federal aid.

Wake Forest University makes these minimum standards applicable to all aid programs funded by the federal government, and applicable to all coursework taken by a student that is applicable to a bachelor’s degree (regardless of the timing of the student’s declaration of a major or change in major), all coursework accepted or credited toward a bachelor’s degree (transfer hours, Advanced Placement hours, International Baccalaureate hours, College Level Examination Program hours, etc.), and all other coursework (repeated courses, graduate-level coursework, etc.) taken at Wake Forest while enrolled as an undergraduate student. Certain federal aid programs have higher academic and/or other requirements, which are communicated to recipients. The minimum standards of satisfactory academic progress for federal aid also apply to certain state aid programs, including the Need Based Scholarship for North Carolina residents. To maintain academic eligibility for federal aid, a student must:

- Complete the requirements for a bachelor’s degree within a maximum number of hours attempted of 180 (including repeated courses, transfer hours, Advanced Placement hours, International Baccalaureate hours, College Level Examination Program hours, etc.). During a semester in which a student drops courses or withdraws or begins continuous enrollment status, the maximum number of hours attempted includes those hours attempted as of the earlier of
  - the withdrawal or continuous enrollment status effective date, or
  - the last day to drop a second part-of-term course without penalty (as published in the academic calendar).
- Pass at least two-thirds of those hours attempted in the undergraduate schools of the University (including repeated courses, transfer hours, pass/fail courses, and hours attempted as a visiting or unclassified student). Incompletes count as hours attempted, unless from a non-credit course.
- Audited classes do not count as hours attempted. During a semester in which a student drops courses or withdraws, hours attempted includes those hours attempted as of the earlier of
  - the withdrawal or continuous enrollment status effective date, or
  - the last day to drop a second part-of-term course without penalty (as published in the academic calendar).

Maintain the following minimum cumulative Wake Forest University grade point average on all graded hours attempted in the undergraduate schools of the University (including courses with a grade of incomplete):

<table>
<thead>
<tr>
<th>For Hours Attempted of</th>
<th>A Minimum Cumulative GPA of</th>
</tr>
</thead>
<tbody>
<tr>
<td>fewer than 30</td>
<td>1.60</td>
</tr>
<tr>
<td>at least 30, fewer than 60</td>
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</tr>
<tr>
<td>at least 60, fewer than 90</td>
<td>1.80</td>
</tr>
<tr>
<td>90 and above</td>
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The Wake Forest University grade point average calculation excludes pass/fail courses. In cases where a student repeats a course for which he or she received a grade of C- or lower, the cumulative grade point average is calculated by considering the course as attempted only once, with the grade points assigned reflecting the highest grade received. However, this provision does not apply to any course for which the student has received the grade of an irreplaceable F. During a semester in which a student drops courses or withdraws, all hours attempted in the undergraduate schools of the University includes those hours attempted as of the earlier of

1. the withdrawal or continuous enrollment effective date, or
2. the last day to drop a second part-of-term course without penalty (as published in the academic calendar).

To maintain academic eligibility for federal student aid, a student must also avoid academic suspension by the Committee on Academic Affairs, by earning more than six grade points in any given semester as described in the “Requirements for Continuation” section of the Undergraduate Bulletin.

The policy on satisfactory academic progress applies only to the general eligibility for aid consideration. There are other federally-mandated requirements a student must meet to receive federal aid. For instance, certain federal loan programs also require either the passage of a period of time or the advancing of a grade level between annual maximum borrowing, regardless of general eligibility for aid. Other general student eligibility requirements for a student to receive federal financial aid are listed at [http://www.ed.gov](http://www.ed.gov).

A student not meeting the minimum standards of satisfactory academic progress for purposes of federal financial aid eligibility when evaluation is done at the end of each term (fall, spring, summer), is placed in financial aid warning status for the following term of enrollment. The financial aid warning status lasts for one term of enrollment, during which the student may continue to receive federal student aid funds. A student still not meeting the minimum standards after a term in financial aid warning status loses eligibility for the next term of enrollment, unless the student successfully appeals and is placed on financial aid probation, which may include the approval of an academic plan.

### Institutional Financial Aid

Any enrolled student who is meeting the satisfactory academic progress standards for federal financial aid eligibility also meets the satisfactory academic progress standard for institutionally-controlled need-based financial aid. Some of these funds may also be awarded based upon academic eligibility as determined by the Committee on Scholarships and Student Aid. Financial aid programs include institutional, state, and federal scholarship, loan, and work funds. Financial need is a factor in the awarding of most aid. The annual calculation of need, and therefore award amounts, may vary from year to year. Financial need is a factor in the awarding of most aid. The annual calculation of need, and therefore award amounts, may vary from year to year. Additional information is provided at [http://financialaid.wfu.edu/helpful-resources/info-undergrad-aid-recipient/](http://financialaid.wfu.edu/helpful-resources/info-undergrad-aid-recipient/). IRS Publication 970 describes the possible taxability of scholarship assistance.

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Students pursuing a first bachelor's degree in the undergraduate schools of the University are considered for institutionally-controlled aid programs. Evaluation of students' satisfactory academic progress for purposes of institutionally-controlled financial aid eligibility is made at the end of each term (fall, spring, summer), to determine eligibility for the following term. Evaluation is also made upon students' readmittance and/or return to active status following a period of continuous enrollment status. Certain institutional aid programs (including some merit-based and talent-based scholarships) have higher academic and/or other requirements that are communicated to recipients. If a student demonstrates financial need as determined by Wake Forest, as the result of losing eligibility for a merit/talent-based scholarship, (s)he then receives need-based aid programs under the same policies as other students not receiving merit/talent-based scholarships. The receipt of athletic aid is governed by NCAA rules. Institutional aid generally is not available for summer sessions.

Wake Forest University makes these minimum standards applicable to all institutionally-controlled aid programs except for certain institutional aid programs (including some merit-based and talent-based scholarships) that have higher academic and/or other requirements that are communicated to recipients; and applicable to all coursework taken by a student that is applicable to a bachelor's degree (regardless of the timing of the student's declaration of a major or change in major), all coursework accepted or credited toward a bachelor's degree (transfer hours, Advanced Placement hours, International Baccalaureate hours, College Level Examination Program hours, etc.), and all other coursework (repeated courses, graduate-level coursework, etc.) taken at Wake Forest while enrolled as an undergraduate student. To maintain academic eligibility for institutionally-controlled aid, a student must:

Complete the requirements for a bachelor's degree within a maximum number of hours attempted of 180 (including repeated courses, transfer hours, Advanced Placement hours, International Baccalaureate hours, College Level Examination Program hours, etc.). During a semester in which a student drops courses or withdraws or begins continuous enrollment status, the maximum number of hours attempted includes those hours attempted as of the earlier of

1. the withdrawal or continuous enrollment status effective date, or
2. the last day to drop a second part-of-term course without penalty (as published in the academic calendar).

Pass at least two-thirds of those hours attempted in the undergraduate schools of the University (including repeated courses, transfer hours, pass/fail courses, and attempted as a visiting or unclassified student). Incompletes count as hours attempted, unless from a non-credit course.

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A student not meeting the minimum standards of satisfactory academic progress for purposes of institutional financial aid eligibility when evaluation is done at the end of each term (fall, spring, summer), is placed in financial aid warning status for the following term of enrollment. The financial aid warning status lasts for one term of enrollment, during which the student may continue to receive institutionally-controlled aid funds. A student still not meeting the minimum standards after a term in financial aid warning status loses eligibility for the next term of enrollment, unless the student successfully appeals and is placed on financial aid probation, which may include the approval of an academic plan.

### Appeal Procedure

Denial of aid under the policies for institutional and federal aid may be appealed in writing to the Committee on Scholarships and Student Aid and mailed to:

P.O. Box 7246
Winston-Salem, NC 27109-7246

or delivered to the Office of Student Financial Aid, Reynolda Hall Room 4. A student's request must include information regarding why the student failed to maintain satisfactory academic progress, and what factors have changed that would allow him/her to demonstrate satisfactory academic progress at the next evaluation.

The Committee may grant a probationary reinstatement to any student, upon demonstration of extenuating circumstances documented in writing to the satisfaction of the Committee. Examples of extenuating circumstances and appropriate documentation include, but are not necessarily limited to the following: injury or illness of the student or immediate family members—statement from physician that injury or illness interfered with opportunity for satisfactory progress; death in family—statement of student or minister; temporary or permanent disability—statement from physician. During a probationary period, students may continue to receive aid. Reinstatement after probation can be made only after the student has received credit for the appropriate percentage of work attempted with the required cumulative grade point average.
Scholarships
Scholarships and loans are awarded from funds provided by generous gifts to the University from individuals and organizations. A listing and descriptions of permanent scholarship and loan programs is provided at http://financialaid.wfu.edu/merit/university-scholarships-and-loans/.

Other Aid Programs
Student employment is possible for part-time, on-campus and off-campus work, for a recommended maximum of 20 hours per week for full-time students. Summer employment may also be available. Interested students should contact the student financial aid office. Federal funding assists Wake Forest in its job location and development activities for students.

Veterans’ education benefits are administered by the Department of Veterans Affairs in the Federal Building at 251 North Main Street in Winston-Salem. Records of progress are kept by Wake Forest University on veteran and non-veteran students alike. Progress records are furnished to the students, veterans, and non-veterans alike, at the end of each scheduled school term. Additional information is provided at http://financialaid.wfu.edu/helpful-resources/veterans/.

Outside Assistance
Wake Forest encourages students to apply for outside assistance for which they may be eligible. Students must advise the financial aid office if they receive any assistance from outside organizations, including any local, state, and national scholarship and loan programs. Outside scholarships count as student resources, becoming part of the package of financial aid. When need calculated under the federal methodology (FM need) is greater than the offered aid package, outside scholarships are allowed to meet that difference. Once the offered aid package equals FM need, any portion of outside scholarship exceeding FM need results in a reduction of need-based student loans and work-study funds. In no case may aid exceed the estimated cost of attendance.

Outside scholarship donors should include on the check the recipient’s name and the term(s) for which the scholarship is intended. Checks should be payable to Wake Forest University (or co-payable to Wake Forest University and the student) and sent to:

Office of Student Financial Aid
P.O. Box 7246
Winston-Salem, NC 27109-7246

Checks delivered by donors to the student should be forwarded to the aid office. By submitting, or allowing donors to submit, checks to Wake Forest, a student gives permission for Wake Forest to write the Wake Forest University student identification number on the face of the check. If funds are not received by Wake Forest in a timely manner from an outside scholarship donor, the student becomes responsible for payment of charges previously deferred by the anticipated receipt of funds from the donor.