Satisfactory Academic Progress Regulations

The U.S. Department of Education requires institutions of higher education to establish minimum standards of satisfactory academic progress for students receiving Federal aid. Satisfactory Academic Progress (SAP) means the student is proceeding in a positive manner toward fulfilling degree requirements. SAP includes two standards; qualitative and quantitative. Students must meet both standards to continue receiving financial aid.

Qualitative

In order to maintain eligibility for financial aid with the qualitative standard, a student must maintain the academic standing necessary to remain at Grenoble Ecole de Management. The Financial Aid Officer will conduct a review at the end of each academic year to determine the student’s successful progress toward obtaining a degree. A master’s degree student must maintain a minimum overall average of 10/20 on the taught part of the program, where no individual module or sub-module mark is below 10/20.

In cases where the student has an overall average of 12/20 or more in the non-language modules but has one fail grade not below 6/20 for any one module or sub-module, providing all required resits and resubmissions have been completed, the Interim Examination Board having considered the circumstances and overall performance of the student may at its sole discretion decide to allow the student to proceed to the project with the requisite number of ECTS; or it may require the student to retake the failed module with a future student intake. In such cases, any retaken modules will have the overall module mark capped at 10/20. They must also comply with the Program Regulations as well as GEM Rules and Regulations.

At the end of the second academic year, a student enrolled in the Bachelor in International Business program must achieve an average of at least 11/20 (the equivalent of a C) to remain eligible for financial aid.

Students may be dismissed by the GEM interim examination board at the end of the academic year if they have not made sufficient academic progress to warrant continuance of study. A student must maintain a minimum overall average of 10/20 for the taught part of the program (excluding language modules), where no individual module or sub-module grade is below 10/20, and a grade of at least 10/20 in the language module (where applicable) must be obtained.

If a student does not maintain satisfactory academic progress, the student will be provided with a warning following the interim examination board at the end of the first school semester. Students who fail to maintain the required Satisfactory Academic Progress for the purposes of Title IV funding) will not be eligible to continue receiving Title IV funds, and if they have a Parent Plus loan their parents cannot receive any further aid for their child’s education unless the student has appealed and has been placed on financial aid probation.

Termination of students follows the procedures outlined in the GEM Rules and Regulations Guide. Notification of suspension is sent to the student in a written letter if the tagged email notification has not been open/read within 5 working days.
Quantitative

In addition to reviewing a student's cumulative GPA (qualitative progress) at the end of each academic year, the financial aid officer will also verify that the student is progressing within the allowable timeframes (pace) for program completion. Students must meet the pace requirement in order to maintain their eligibility for Title IV funds.

Graduate and Undergraduate students must be enrolled for a minimum of 20 hours per week in the fall and spring semesters to be considered full time students. In order to meet the quantitative standards, students must complete and pass a minimum of 67% of courses attempted each academic year, that is, a minimum of 40.2 ECTS must be earned to graduate within the maximum timeframe allotted.

For the purposes of Title IV aid, the following maximum allowable timeframes for program completion are 150% of the timeframe for a course:

Post-graduate students: 180 ECTS (the minimum number of credits required to obtain a Graduate degree is 120 ECTS)

Undergraduate students: 270 ECTS (the minimum number of credits required to obtain an undergraduate degree is 180 ECTS)

All course attempts, including withdrawn, repeated, incomplete, and transfer courses, will count when determining if student is meeting the pace of completion rule.

Post-graduate students not receiving Title IV funding must complete full requirements of the program including the Final Management Project within 4 years of the date of their first admission to the program (and within 5 years for part-time MBA, part-time MIB or part-time MSc students). Undergraduate students not receiving Title IV funding must complete full requirements of their program within 5 years of the date of first admission to the program. Beyond these timeframes any accumulated ECTS credits will become null and void.

GEM evaluates student progress (not to be confused with Satisfactory Academic Progress for the purposes of Title IV funding) at the end of the fall and spring semesters via periodic examination and interim examination boards and quarterly reports. Withdrawals and incomplete modules are not included in the overall grade average. Students must complete all required courses by the end of the degree. Students who achieve a passing grade may not repeat a course. Students who fail a required course must repeat the course and obtain a passing grade before completion of their degree. When a student repeats a course and achieves a passing grade, the original grade will not be counted in the grade average and the re-sit grade will be capped at 10. There are no noncredit remedial courses. Scheduled awards for the following academic year for students that are not making Satisfactory Academic Progress will be canceled.

Students who withdraw after that will have their eligibility to retain part of their financial aid calculated on the percentage of the semester attended. Students who attend more than 60% of the term may retain all of their aid. Further details on withdrawal are provided in the section on Return of Title IV (R2T4) below.
Transfer Students

Transfer students’ transcripts will be evaluated by the Admissions Board. Those courses which are applicable to the degree requirement will be accepted and will be included when measuring a student’s cumulative average pace of completion.

Change of Program or Degree

Students who decide to change their degree or program objective will be evaluated similarly to Transfer Students with the exception that the grades previously earned at GEM will be used to measure the qualitative requirements.

Additional Degrees

Students who have completed a graduate degree program and wish to pursue another degree must apply for admission to that program as would any other applicant and meet the admission requirements for the new program. Federal loan eligibility will be limited to the aggregate program maximums under Federal Regulations.

Appeals and Waivers of SAP

Dismissal by the exam board may be appealed in writing to the Director of Studies within 10 days. For the case to be considered they must provide documents and evidence to support their case which were not available at the time of the original examination board. An extraordinary exam board may meet if necessary. The decision of the second examination board is final and cannot be appealed.

Students who are readmitted to their program may apply in writing to the Director of Financial Aid for one-time waiver to continue receiving financial aid. The student should specify the exceptional circumstances that lead to the poor academic performance and state the reasons why those circumstances will not affect future academic progress. Each case will be individually reviewed and the financial aid officer will use his or her professional judgment to determine if the original situation has been resolved to the point where the student can reasonably be expected to succeed and issue a one-time waiver of SAP for the next payment period. If the student’s request is approved the student will be placed on financial aid probation and may continue to receive financial assistance for one payment period despite a determination that the student is not making SAP. The school reserves the right to require the student to fulfill specific terms and conditions which will be determined at the exam board. At the end of the payment period on financial aid probation, the student must meet the school’s SAP standards or meet the requirements of the academic plan developed by the school to qualify for further Federal Direct Loans.