

INSTITUTO TECNOLÓGICO DE SANTO DOMINGO
UNIVERSIDAD INTEC

SATISFACTORY ACADEMIC PROGRESS RULES

**Applicable to students who receive
Federal financial assistance
Approved by Academic Council
Resolution No. 1-29/11 of 20 December 2011**

The federal law of the United States of America governing the use of the funds allocated to the various financial assistance programs requires all eligible students who meet satisfactory academic progress standards by the academic institution in which course their careers, in addition to complying with all academic regulations in force in the institution.

The Instituto Tecnológico de Santo Domingo has established a regulation of satisfactory academic progress in accordance with the regulations of the Department of Education (Student Assistance Provision section 668-E). This regulation applies to all students who receive the benefits of the economic assistance offered through federal loans.

The purpose of these standards of satisfactory academic progress is to achieve the students who benefit from such aid to make good use of them, continually demonstrating that they are making a constant and progressive work to complete the requirements of their curriculum.

**Chapter I
Definitions**

Article 1. The **Academic year** shall be constituted by any three-quarters.

Article 2. Is called **load academic** to a number of credits a student enrolled in a quarter.

Article 3. Is considered a **full-time student** to student enrolled in twelve (12) credits or more during a quarter. The **student at a half time** is as coursing, at least six (6) credits per quarter.

Article 4. In specialty or master's degree programs, is considered a **full-time student** students enrolled in six (6) credits or more during a quarter. The **student at a half time** is as coursing, at least three (3) credits per quarter.

Article 5. Are referred to as **Credits tried** all the credits that are selected during the career or studies program, regardless of the qualifications obtained, including the credits corresponding to courses withdrawn, failed and repeated.

Article 6. Credits passed. They are all credit courses or academic activities, proving by score evaluation, in which the student get grades of 2 or more points or its equivalent in other scoring systems.

Article 7. General index (GPA, CGPA cumulative^[1]). - The subjects validated by transfer are not included for the purposes of calculation of GPA. The rate required to maintain satisfactory academic progress is defined in the corresponding table.

Article 8. Warning of financial assistance. It is when the student does not meet one of the criteria of academic progress satisfactory over a period of a quarter having started taking satisfactory academic progress.

Article 9. It is said that a student is on **probation** status when having been classified in Suspension of financial assistance has appealed to be reclassified in satisfactory academic progress and your appeal has been accepted by the Committee.

Article 10. Suspension of financial assistance. It is when the student does not meet one of the criteria of academic progress satisfactory over a period of a quarter having started being in the situation of warning, Suspension or probation.

Article 11. Appeal. Is a withdrawal of the Suspension of financial assistance request.

Chapter II **Condition of satisfactory progress**

Article 12. A program of loans a federal student has **Satisfactory academic progress** as a result of its periodic evaluation to comply with the criteria laid down in Chapter III of this Regulation.

Article 13. A student federal loan eligibility is determined each quarter subject to its condition of **satisfactory academic progress**. Registration Department is the body that certifies the academic progress status.

Chapter III **Evaluation of the satisfactory academic progress**

Article 14. The assessment to determine the satisfactory academic progress of the student loan Federal consists of two criteria: one qualitative and the other quantitative.

Article 15. The General Index (CGPA cumulative GPA) determines the qualitative criterion.

Article 16. To have Satisfactory academic progress to the for purposes of receiving economic assistance within the framework of the federal assistance program is required that the student has a General Index (accumulated academic index, GPA) according to the following table:

Premedical

Period of study	Minimum score
End of first quarter	2.00 or more
End of second quarter	2.25 or more
End of third quarter	2.50 or more
End of fourth quarter	2.50 or more
Finish fifth quarter	2.50 or more
Finish sixth quarter	2.50 or more

School of Medicine

Period of study	Minimum score
End of first quarter	2.00 or more
End of second quarter	2.10 or more
End of third quarter	2.20 or more
End of fourth quarter	2.25 or more
Finish fifth quarter	2.30 or more
Finish sixth quarter	2.35 or more
Finish seventh quarter	2.40 or more
Finish eighth quarter	2.50 or more
Finish ninth quarter	2.50 or more
Finish tenth quarter	2.50 or more
Finish tenth first quarter	2.50 or more
Finish tenth second quarter	2.50 or more
Finish the tenth Q3	2.50 or more
Finish the tenth Q4	2.50 or more
Finish tenth fifth quarter	2.50 or more
Finish tenth-sixth quarter	2.50 or more

Other careers

Period of study	Minimum score
End of first quarter	2.00 or more
Finish last quarter	2.00 or more

Graduate programs

Period of study	Minimum score
End of first quarter	2.80 or more
End of second quarter	2.85 or more
End of third quarter	3.00 or more
Complete all of the following quarters	3.00 or more

Article 17. The quantitative criterion consists of two aspects: time maximum that will be granted economic assistance federal, as defined in article 18, and the adoption of a minimum percentage of the credits attempted, as set forth in Article 20.

Article 18. The maximum length of time that federal economic assistance will be awarded to the student corresponds to 150% of the time set forth in its plan of studies calculated in terms of the number of credits for the academic program. Any course attempted by the student, regardless whether or not part of the credits required for their degree, will count against the maximum of 150%. An example of this: career or study of 252 credits plan has to support up to 378 credits.

Paragraph 1: Even if the student has not received economic assistance in the past, the subjects tried will count against the maximum of 150%.

Paragraph 2: The subjects for which the student receives a grade of incomplete will count as trying.

Paragraph 3: The given subjects of low within the period stipulated for modifications, they would not be counted for determination of compliance with the quantitative criterion, above, or against the maximum of 150%. Count the subjects removed after the modifications, as credits attempted and not approved.

Article 19. The transfer students from other institutions of higher education or those who change career less will be considered the subjects attempted to establish the maximum time duration of their studies.

Article 20. Participant of the federal loan program students is required approve, at least 68% of the credits attempted during the period covered by evaluation.

Article 21. U n student may receive financial assistance by subjects tried, after being withdrawn or failed, if you have not exceeded credits and established a time limit.

Article 22. Assessments of satisfactory academic progress for the participating students of the federal loan program will be carried out at the end of each quarter.

Article 23. Assessments of the satisfactory academic progress of the students will be supervised by the Supervision and Appeal Committee comprised:

1. The / the Vice-Rector to academic/a, who presides over
2. The registry supervisor, who serves as Secretary
3. The Area to which the student belongs to Dean
4. Dean for Student services
5. Coordinator for the career to which belongs the student

Article 24. According to the results of the evaluations, the student host plans of improvement or accompaniment developed by the institution for overcoming the situation of warning, probation or Suspension.

Chapter IV

Warning status

Article 25. Participating student of the program of federal loans that does not meet at least one of the two criteria (qualitative and quantitative) in Chapter III, Articles 16 to 20, will be deemed non-satisfactory academic progress and it will be placed on warning for the following term. While the student is in the status of warning, you can continue to receive federal financial assistance. The Office of Financial Assistance shall notify the student his status.

Article 26. At the end of the quarter in a status of Warning, the student will be evaluated again, failure to comply with any of the criteria then it will be considered without satisfactory academic progress and status of SUSPENSION and therefore, not you can receive financial assistance. If on the other hand, the student complies with all the criteria mentioned, then the student shall be deemed with satisfactory academic progress once again and you can continue to participate in the program of federal financial assistance.

Chapter V Reviews and appeals

Article 27. A student has the right to request a review or may appeal the decision of Suspension or lack of satisfactory academic progress if you understand that there is an error in its assessment or if it has suffered any critical situation that has influenced your academic evolution. These causes include, but you are not limited to, student or illness of a close relative, the death of one close relative, among others. The student must submit documents that support their situation.

Article 28. The application for review or appeal must be delivered to the Services Division students.

Article 29. Review Requests and appeals will be known and sanctioned by the Supervision and Appeal Committee.

Chapter VI. Probation

Article 30. A student participant in the federal loan program that falls into the status of Suspension not you may receive financial assistance.

Article 31. That a student on Suspension status may receive, federal aid must submit an appeal. If the appeal is favorably received, the student is classified in probation status and receives federal funds during a quarter in which must comply with the standard of satisfactory academic progress.

Article 32. In the case that a student in Probation does not meet, the standard of satisfactory academic progress will fall again in a condition of Suspension. In this condition, the student does not qualify for federal funds, and they have no right to appeal their status.

Article 33. The student you may be eligible to receive funds from Federal, State and institutional aid, once meet the satisfactory academic progress standard.

Chapter VI. General considerations

Article 34. This Regulation comes into force after its publication.

Article 35. This Regulation shall be deemed published officially when placed on the website of INTEC. You can publish, in addition, on paper, and in digital format. In the case of discrepancies between the different formats published, will prevail the official publication on the website.

Article 36. (The cases not provided for in this Regulation shall be resolved, according to article 25, section h) statutes of the Technological Institute of Santo Domingo.