

**YALE UNIVERSITY
SCHOOL OF MEDICINE**

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

Background

Federal regulations for Satisfactory Academic Progress (SAP) require that medical schools have reasonable policies for determining whether otherwise eligible students are meeting the requirements for SAP in their educational programs and may receive assistance under the Title IV, Higher Education Act (HEA) programs. SAP is the successful completion of requirements leading to a degree within defined time limits. The SAP policy applies to all students enrolled in the Yale School of Medicine (YSM).

Policy

1. Frequency of Evaluation

The Progress Committee reviews academic progress at the end of each academic year.

2. Pace (Quantitative Measure of Academic Progress)

Students completing courses and clerkships at the minimum pace will be able to complete the M.D. degree within the maximum time frame of 5 years.

In addition to fulfilling the requirements above, students must maintain the pace of completion of courses, clerkships and sub-internship as described below for each academic year:

Year 1	5 of 7 courses passed
Year 2	3 of 5 courses and 2 of 2 clerkships passed
Year 3	2 of 2 clerkships passed
Year 4	1 of 1 sub-internship passed
	1 of 1 Integrative capstone course passed

3. Qualitative Measure of Academic Progress

In Year 1 and the first 6 months of year 2, students receive either pass (“P”) or fail (“F”) for each course. Students meet the completion requirements for SAP in each course by receiving a “pass”. If a student receives a “fail”, he or she has not met the completion requirements for SAP for that course.

In the second 6 months of Year 2, as well as in Years 3 and 4, students meet the SAP completion requirements in each clerkship or sub-internship by receiving a grade of “pass,” “high pass” or “honors”. Students who receive a “fail” for any clerkship do not meet the completion requirements for SAP. In the fourth year, students must receive a pass for the Capstone Course.

A student must complete all requirements for the Doctor of Medicine degree within five years after first enrollment in the program, not including any time for approved leave of absence but including time for extended study. Under extraordinary circumstances the Progress Committee may approve a sixth year.

If courses or clerkships are successfully repeated, they count as both attempted and completed for the pace calculation.

For a transfer student, YSM will grant credit for courses successfully completed at the student’s school of origin. Such credits count as completed for the pace calculation.

4. Failure to Meet the Requirements for SAP

A student who fails to meet the requirements for SAP is ineligible for all financial aid beginning with the academic year immediately following the end of the academic year in which the requirements for SAP were not met. The student’s academic advisor will notify the student if this occurs.

Eligibility for continued financial aid will be reestablished when the student meets all requirements for SAP. The student’s academic advisor will notify the student and the YSM Financial Aid Office when he/she has met the requirements for SAP and the YSM Financial Aid office will notify the student that his/her eligibility for financial aid has been reestablished.

5. Appeal

A student can appeal the decision to deny financial aid as a result of failure to meet the requirements for SAP. A student must make an appeal, in writing, to the chair of the Progress Committee within seven days of receiving notice that he or she failed to meet the requirements for SAP. The appeal must include what has changed in the student’s situation that will allow him or her to meet the requirements for SAP at the next evaluation.

In addition, the appeal must demonstrate that:

- a) There were extenuating circumstances that caused the student to fail to meet the requirements for SAP.

and

- b) There is a clear academic plan in place to meet the requirements of SAP. The student must develop this academic plan in consultation with his or her advisor.

If the Progress Committee approves the appeal, the student will be placed on “financial aid probation” and will continue to receive financial aid for the next payment period*. At the end of one payment period on financial aid probation, the Progress Committee will review the student’s progress toward meeting the requirements for SAP. At this point the student must meet the requirements of the academic plan and for SAP, or he or she will lose financial aid eligibility. The Chair of the Progress Committee will notify the student of the change in status and whether the student has maintained or lost financial aid eligibility.

A student can appeal his or her loss of financial aid eligibility again at this step in the process as described above. There is no limit to the number of times a student may appeal.

*There are two yearly payment periods at YSM: Fall and Spring.