How To Know If You Are Meeting Satisfactory Academic Progress (SAP)

For a student to be eligible to receive Federal student assistance (GRANTS AND LOANS) at LSCPA, the student MUST maintain **SATISFACTORY ACADEMIC PROGRESS** in the course of study being pursued as described below:

- **Quantitative Standard** - Complete at least 75% of attempted courses. Failing grades, drops, incompletes and withdrawals can result in failure to meet 75% completion rate.
- **Qualitative standard** - Students must have at least a 2.0 GPA or better.
- **150% Time Frame** - Graduate within 150% of the time frame required to obtain your degree.

SAP is critical to your ability to qualify for continued funding.

Lamar State College Port Arthur’s full Satisfactory Academic Progress (SAP) Policy can be found [HERE](#) on our homepage.

1. Go to LamarPA.edu & Click on “MyLamarPA” blue tab!!!
2. Enter Your **User Name** and **Password** !!!

If you have forgotten your password you can reset it online or contact the Help Desk at (409) 984-6150.

3. Click on the “**My Services**” blue tab!!!

All pop-up blockers should be turned off for this step.

4. Click on the “**Financial Aid**” blue tab & Then click the “**Eligibility**” link
5. Click on the “Financial aid Status” link.

6. Click on the drop box that says “No Applicable/No Value Found”

7. Select the current academic year then Click “Submit”

An aid year is Fall/Spring/Summer.
8. Click on “Academic Progress.”
   The status column shows your status at the beginning of each semester.

How to do a spot calculation of your own SAP.

The Financial Aid Office keeps an **Official Record**. If you have any questions or concerns please make an appointment to speak with a Financial Aid Advisor.

1. Click on the **“Student”** tab then on **“Student Records.”**
2. Click on “Academic Transcript.”

3. Select your Transcript Options
   - All Levels
   - Unofficial Transcript
4. Once your Unofficial Transcript pulls up scroll down to the bottom until you see “Transcript Totals (undergraduate)”

Unofficial Transcript

TRANSCRIPT TOTALS (UNDERGRADUATE)

<table>
<thead>
<tr>
<th>Attempt Hours</th>
<th>Passed Hours</th>
<th>Earned Hours</th>
<th>GPA Hours</th>
<th>Quality Points</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>58.000</td>
<td>58.000</td>
<td>58.000</td>
<td>49.000</td>
<td>119.00</td>
<td>2.42</td>
</tr>
</tbody>
</table>

Total Transfer:

| 12.000 | 12.000 | 12.000 | 0.000 | 0.00 | 0.00 |

Overall:

| 70.000 | 70.000 | 70.000 | 49.000 | 119.00 | 2.42 |

Unofficial Transcript

COURSES IN PROGRESS

Term: Spring 2017

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course</th>
<th>Level</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS</td>
<td>1405</td>
<td>UG</td>
<td>Elementary Physics I</td>
<td>4.000</td>
</tr>
<tr>
<td>PTAC</td>
<td>2438</td>
<td>UG</td>
<td>Process Tech III-Operations</td>
<td>4.000</td>
</tr>
<tr>
<td>PTAC</td>
<td>2446</td>
<td>UG</td>
<td>Process Troubleshooting</td>
<td>4.000</td>
</tr>
</tbody>
</table>

A. **Quantitative Standard**
   a. Divide the ‘Total Institution Earned hours’ by the ‘Total Institution Attempt Hours’
   b. Move the decimal two places to the right.
      Ex. 0.84938934 would be a completion ratio of 84.9%
   c. Anything below 0.75 or 75% does not meet this standard.

B. **Qualitative standard** – Any GPA below a 2.0 does not meet this standard.

C. **150% Time Frame**
   - Divide the ‘Overall Attempt Hours’ by your ‘Program Length’
     • Your Program length can be found at the top of your degree evaluation.
   - Any calculation over a 1.5 does not meet this requirement.