



INTERIOR 1061 CAMELBACK ST
DESIGNERS NEWPORT BEACH
INSTITUTE CA 92660

P. 949.675.4451
F. 949.759.0667
E. contact@idi.edu
www.idi.edu

Subject: Satisfactory Academic Progress (SAP) as it pertains to Financial Aid

Federal funds: The SAP rules apply to federal student aid programs such as the Federal Pell Grant, Direct Subsidized Loan, Direct Unsubsidized Loan, Direct Parent Plus Loan, and Direct Graduate Loan which are considered Title IV aid. These financial aid standards of academic progress are separate from, and in addition to, the academic standards required by the school, Interior Designers Institute (IDI), for continued enrollment.

Evaluations: The SAP evaluations are completed at the end of each term. The evaluations correspond to the end of each payment period. For programs of more than a year completion such as the Associates and Bachelor Degree program, students must maintain a 2.0 GPA or better. Under the Master's Degree Program, students must maintain a 3.0 GPA or better. Students will be notified by mail and/or email as to their standings with IDI. The notification will explain the impacts of SAP and the student's Title IV eligibility for future aid. Students must maintain the GPA or its equivalent or have an academic standing consistent with IDI's requirements for graduation as stated above.

Academic warning: When a student does not meet the SAP standards, the student is placed on academic warning. The academic warning allows a student to keep financial aid for the current term. However, if the student fails to return to a GPA sufficient to meet SAP, the student would then lose financial aid for the upcoming term. The student would need to make arrangements with our Controller to make payments on the account. No financial aid will be granted until the student returns to a satisfactory GPA under the program of study.

Academic Termination: If the student is placed on academic termination, the student must appeal to be allowed to continue at IDI after one term has elapsed. Financial aid will be granted and the student must meet the GPA requirements for the term they are enrolled. If not, the student will be required to pay back any aid received for that term, since the GPA was not obtained. All funds will be returned to their original sources. Students are allowed two academic terminations before they will no longer be allowed to study at IDI.

Notes: Students who are not making satisfactory grades should speak to the Financial Aid Administrator before enrolling in the next term. Students should be mindful of the limits & requirements before continuing their education. Please read the Satisfactory Academic Progress Policy in the catalog for further information.



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SATISFACTORY ACADEMIC PROGRESS POLICY

All students are evaluated for satisfactory academic progress at the end of each payment period (academic term).

Quantitative progress is defined as the credit hours achieved divided by the credit hours attempted. To make satisfactory quantitative academic progress, a student must have successfully completed at least 75% of the credits attempted at each term.

Qualitative progress is determined by the student's cumulative grade point average (GPA). Grades for all classes attempted are part of the cumulative GPA. The minimum cumulative GPA required for satisfactory qualitative academic progress is 2.0 for the A.A. and B.A. programs and 3.0 for the M.I.A. program.

Grades of "F" and "I" are counted as credit hours attempted but not achieved and have a 0.00 value toward the GPA. A student receiving an incomplete ("I") grade in a class is given until the first Friday of the following quarter to complete the necessary course work, or the grade will revert to an "F". Repetitions of course work are counted as credit hours attempted. Course work repeated may adversely affect a student's academic progress in terms of the maximum time frame, which is 1.5 times the credit hours required to complete the A.A, B.A. or M.I.A. program. A class cannot be attempted more than three (3) times.

Students who withdraw from a course of the program will receive a grade of "W", which has no impact on GPA. The credit hours for the course(s) are counted as attempted but not achieved.

Academic Warning

Any student not meeting the required academic progress at the evaluation period will be placed on academic warning for one payment period (academic term) beginning the next payment period (academic term). The student is eligible for financial aid during academic warning period. Any student failing to bring his/her cumulative GPA up to the minimum 2.0 for the A.A. and B.A. programs, and 3.0 for the M.I.A. program after the payment period (academic term) on academic warning will be terminated from the Institute.

Appeal Process

A student who has been terminated may apply for reinstatement after one quarter has elapsed. The appeal should be address to the Executive Director and must be accompanied by documentation of mitigating circumstances that have prevented the student from attaining satisfactory academic progress and evidence that changes have occurred to allow the student to now meet standards of academic progress. Reinstatement is at the discretion of the Executive Director.

Maximum Time Frame

All program requirements must be completed within a maximum time frame of 1.5 times the normal program length, as measured in attempted credit hours.

Program	Credit Hours Required	Maximum Credit Hours Attempted
A.A.	90	135
B.A.	135 (does not include transfer of 45 general education units as required)	202
M.I.A.	45	67

Students exceeding the maximum attempted credits are no longer eligible to receive financial aid.

Transfer Students

A student transferring credit into the Institute is required to complete the balance of the number of classes for graduation. The maximum time frame to complete remains 1.5 times the credit hours required.

The cumulative GPA of students transferring credit into the Institute will be calculated only on the work completed while at this school. The minimum cumulative GPA remains 2.0 for the A.A. and B.A. programs and 3.0 for the M.I.A. program.