Background

This policy applies to students who participate in the US Federal Student Aid William D. Ford Direct Loan Program and has been established to encourage students to progress and successfully complete the academic program for which aid is received.

The University's Academic Progress Policy, Course Duration and Completion Policy and Graduate Research Candidature Policy set out the requirements regarding academic performance and progression in and the duration of courses at the University.

This policy should be read in conjunction with these policies, as all apply to students receiving funds through the Direct Loan Program. The United States Department of Education legislation applies greater restriction on course duration for students receiving Direct Loans than the current University of Melbourne Policy on Course Duration.

Academic Progress Requirements

Students receiving financial aid will be evaluated at the end of each half year study period. This evaluation process will consider student’s academic result (qualitative measure) and course progress (quantitative measure).

The quantitative and qualitative requirements used to measure academic progress include all periods of the student’s enrolled program; this includes periods in which the student did not receive Federal Student Aid funds.

In order to continue to remain eligible for Financial Aid, students must meet both academic progress requirements.

Academic result component

Undergraduate and graduate coursework students must maintain an average result of at least 60 for each half year study period.

Graduate research students must achieve satisfactory progress as determined by their supervisor and advisory committee (i.e. not have received a formal warning of unsatisfactory progress).

Course progression component

Students must complete their program within 150% of the normal program duration. All credit granted towards the program for which the student is receiving aid will be included in the maximum timeframe calculation. Non-credit, remedial subjects and incomplete subjects will not be counted. Students are required to achieve a grade on any deferred or supplementary assessment within six months.

Financial Aid Warning

Students who do not meet the academic progress requirements described above will be placed on Financial Aid Warning for an initial period of one semester/teaching period. Students will be notified of this in writing via email.

Students who have been placed on Financial Aid Warning and who subsequently meet the academic progress requirements for the following semester/teaching period will have the Financial Aid Warning status removed.
Financial Aid Suspension

Students who have been given a Financial Aid Warning status and who fail to achieve the academic progress requirements in the following semester/teaching period will have their aid suspended. These students may re-apply for aid if they meet the academic progress requirements in a subsequent teaching period. Students placed on Financial Aid Suspension will be advised in writing by email and letter.

Financial Aid Probation

Students who successfully appeal a decision to suspend their Financial Aid and have their status reinstated will be placed on Financial Aid Probation for a minimum period of one semester/teaching period.

Appeals

Students who are placed on probation or who are suspended for Financial Aid may appeal the decision. According to US Federal Student Aid regulations, appeals are only permitted on the grounds of death of a relative, illness or injury to the student, or other compassionate and compelling circumstances.

Appeals must be submitted in writing, and should include a statement of the circumstances, as well as any supporting documentation and be submitted to Financial Aid Administrator via email: international-finaid@unimelb.edu.au

The decision of the Financial Aid Administrator on appeals for reinstatement of financial aid is final.

Related documents

- Assessment Procedure
- Grading Scheme Procedure