



Student Academic Progress Policy

This policy pertains to Student Academic Progress (SAP) for all Mason LIFE students throughout their 4 years at George Mason University. Students completing the Mason LIFE program will graduate with a Certificate of Completion (non- credit bearing) within a catalog concentration, and receive a work specialty. The Certificate of Completion is only awarded to those students who have made satisfactory academic progress (SAP).

There are five total programmatic components considered as integral to the overall SAP. Four of the required components include: Foundational Academics, Exploration Academics, Employment, and Community Involvement (CI). The fifth and optional component is Housing.

To maintain satisfactory academic progress of all non-credit LIFE classes/component work cumulatively attempted, students must achieve an overall SAP of 67%. Passing grades are SA, SB, or SC (with the S standing for Satisfactory equivalent to) and recorded by the University Registrar's Office. A non-passing grade is recorded as a UD or UF (with U standing for Unsatisfactory equivalent to) a D or F.

Students will be graded collectively in Foundational and Exploration coursework (Academics), Employment, CI, and Housing (if applicable). The SAP will be determined by calculating as follows: Academics (50%), Employment (30%), Housing (10%) and CI (10%). Should a student not reside on campus, CI will be weighted at (20%). Should a student receive less than 67% for the semester, they will have the following semester to earn a 67%. If in the next semester they receive a 67% or higher, they will remain in the program. Should they not earn a 67%, the following semester, they will be removed from the program, and the registrar and financial aid office will be informed.

Grades will be determined by utilizing the following scale:

A	95-100
A-	90-94
B+	87-89
B	83-86
B-	80-82
C+	77-79
C	73-76
C-	67-72
D	60-66

F 60- Below

Once given a point value for each component grade, points will be weighted by the component designated weight and added together for a total passing or failing SAP.

Participants must also meet certain timeframe requirements to earn their Certificate of Completion. The SAP Policy requires that the student must complete the program within 150% of the normal time frame of completion. The normal program completion time is 4 years, or 300 clock hours, and the program must be completed within 450 clock hours. Participants who do not meet the 67% qualitative equivalent requirement or the 150% timeframe requirement are no longer eligible for financial aid or for continuation in the full-time program.

Programmatic SAP components:

The first programmatic component is Foundational Academics (e.g., courses specific for those in the Mason LIFE program). All students must complete the following coursework outlined in foundational academics: Human Sexuality and Relationship Fundamentals, Developing Self-Regulation, Two sections of Employment, Independent Living, Literature, Writing, Mathematics, and Banking and Budgeting.

The second programmatic component is Exploration Academics. Students participate in university courses on a non-credit basis. The exploration course-load is based on the student and their goals, availability of courses selected, and individual students' abilities. With successful completion of each university class, as noted by test scores, work products, and other academic performance assessments, the grade will be entered on their academic transcript. Students will complete a five-course comprehensive concentration. To receive a comprehensive concentration, students may either take 5 courses within one academic program (e.g., Sport and Recreation, Information Technology, or others) or take five courses within any academic unit(s) and earn a Certificate of Integrated Studies. In addition to the Comprehensive Concentration, a minor may also be earned by taking an additional 3 classes in one specific area. Foundational and Exploration coursework will be combined for an overall "Academic" component when determining the SAP.

The third programmatic component is the Employment. During the first year, students are enrolled in a classroom-based employment curriculum to refine resumes, develop appropriate workplace behaviors, and discuss options for employment experiences. After successful completion of the course, students will begin to work on and off campus, during their second academic year of the program. Students will earn a work specialty in a variety of identified industry domains.

The fourth required component is CI. Regardless of whether a student lives on or off campus, students are expected to become involved in one community event per week (on or off campus) at a minimum, and join one student based GMU club per year. Students who do not reside on campus, will have CI weighted twice the amount, or 20% of the total 100% for the determination of the SAP.

The fifth and optional area of concentration is housing. If students live on campus, they will be evaluated on independent living skills to include meal planning, preparation and cooking, cleaning, and laundry. Additionally, students will be assessed on the ability to live among the rules established by residence halls, their roommates, and the residence assistants while abiding by the Student Code of Conduct. This includes getting along with others, attending team building meetings, and advocating for one's needs.

Then following process will occur when determining the SAP:

- 1) Each semester a grade of P (Pass- 67% or above) or F (Fail- 66% or below) will be awarded. Grades are awarded at the mid-term and final grade mark, as well as at the Person-Centered Planning meeting. Students will be notified if they have received an F at these times.
- 2) Should a student not meet SAP, and awarded a F, a meeting will be held with the student, and family, and the Mason LIFE staff to discuss possible strategies that may help the student mitigate the concerns for the remaining semester or following semester.
- 3) Students are given one semester after receiving a Failing grade to improve their SAP to 67% or above. Should the student not reach the necessary 67% SAP, the following semester, the student is no longer eligible for financial aid and termination of the program will be initiated.