

Admission

General Requirements

Berry College seeks to admit those students who could be academically successful at the institution while meeting their personal educational goals. Each applicant's record should reflect promise of growth, seriousness of purpose and a sense of responsibility. The College reserves the right to admit only those applicants whose general records indicate potential for success in a college environment. The college also reserves the right to examine further any applicant by the use of psychological, achievement or aptitude tests and personal interview. Berry College admits students of any race, creed, color, sex, age, national or ethnic origin, or qualified handicap to all the rights, privileges, programs and activities generally accorded or made available to its students. Berry does not discriminate on the basis of race, creed, color, sex, age, national or ethnic origin, or handicap in administration of its educational policies, admissions policies, scholarship and loan programs, athletic and other college administered programs. Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, Berry College permits the student access to educational information maintained on her or him by the institution. Admission to the college does not guarantee entry into or successful completion of any particular course of study. Berry College reserves the right to change admission requirements.

Undergraduate Application Procedures

The prospective student should accomplish these tasks in a timely fashion:

- Complete and return application. Applications for admission should be filed no later than 30 days before the beginning of the semester for which admission is sought.
- Ask the high-school counselor to send a transcript to the college's office of admissions. A student transferring from another college must submit official transcripts from each college or university previously attended.
- Include Berry among the colleges to receive the SAT I or ACT scores (or TOEFL scores if the applicant is a graduate of a high school in a non-English-speaking country).
- Notify the admissions office immediately of any change in status or address.
- If granted admission, the applicant will be given instructions about payment of the enrollment deposit, the room-reservation deposit (if applicable), completion of a self-reported health history and required immunizations.
- All transcripts and scores must be in the admissions office at least 10 days prior to the beginning of the semester for which admission is sought.

Candidates for Readmission

Former Berry College students must submit an application for readmission by the stated deadline. In addition to the application for readmission, the student who has been enrolled elsewhere since attending Berry College must submit an official transcript from the other college or university.

Test Requirements

The student must submit satisfactory scores on the Scholastic Assessment Test (SAT I) of the College Entrance Examination Board (CEEB) or the American College Testing Program (ACT). Students who choose to take the ACT are encouraged to submit scores from the optional essay portion of the exam. In addition, other minimum scores on standardized tests may be necessary. An international student from a non-English-speaking country should take the Test of English as a Foreign Language (TOEFL).

Further information about the SAT I or TOEFL is available from the student's high-school principal or counselor or from the College Entrance Examination Board, P. O. Box 592, Princeton, New Jersey 08540. Information on the ACT is available from the American College Testing Program, - P. O. Box 414, Iowa City, Iowa 52240.

Supplying information, administering and grading the tests and reporting the scores to the college are functions and services of the CEEB or the ACT.

Freshmen

Admission to the freshman class is based upon probable success determined from high-school grades and college-entrance test scores combined to derive a predicted grade-point average for the first year.

The prospective student is a high-school graduate with at least 20 units of high-school work. Adequate academic preparation for college should include these minimum requirements:

English	4 units
Mathematics (Algebra I and II and either Geometry or Trigonometry and the fourth unit higher than Algebra II)	4 units
Social studies	3 units
Natural sciences	3 units
Foreign language.....	2 units

High School Equivalency Certificate

An applicant who presents a valid High School Equivalency Certificate and General Education Development test scores in lieu of a high-school diploma may be considered for admission. Such applicants must also before submit the results of either the American College Test (ACT) or the Scholastic Assessment Test (SAT I).

Early Admission

Early admission is granted only to those academically talented students whose high-school averages through grade 11 and SAT I or ACT scores are notably above average. The maturity of the applicant also will be considered. The student must have a

recommendation for early admission from a teacher, a high-school counselor and the principal.

Summer Honors and Joint-Enrollment Programs

A rising high-school senior may study during the regular academic year or the summer session at Berry College and receive credit for successfully completed work if he or she is in the upper 10 percent of the high-school class or has a B+ average in college-preparatory classes;
is recommended by the senior counselor, high-school principal and a high-school teacher;
submits SAT (or PSAT) critical reading and math scores totaling 1100 (or 110) or better, or an ACT composite score of at least 23;
agrees to abide by the regular policies of the college;
takes no more than six semester hours per term.

Auditor

A student who desires to enroll for a course without receiving academic credit may enroll as an auditor. The student must have the approval of the instructor prior to registering.

Auditors will not be permitted to change to credit status after the add/drop period begins.

A student under suspension may not enroll in any course as an auditor without having been reinstated

Nondegree

An applicant who desire to take courses for credit, but who do not intend to pursue a degree, may be admitted as a nondegree-seeking student. Without the special permission of the provost, no one will be permitted to enroll as a nondegree student after earning 24 semester hours.

Credit earned as a nondegree student will be evaluated for degree applicability when the student meets the regular admission criteria and after he or she applies for admission as a degree-seeking student.

Nondegree students must meet course prerequisites or obtain the consent of the instructor to enroll in a course.

Successful completion of course work as a nondegree student does not ensure admission to degree-seeking status.

Readmission

Former students who have enrolled elsewhere since attending Berry must have a cumulative grade-point average of 2.5 on a 4.0 scale in all course work attempted at the other institution;

be in good standing, academically and socially, at the other institution. Applications for readmission from students who withdrew or who were withdrawn from Berry while on disciplinary or academic probation or suspension must be approved by a majority vote of the admissions subcommittee, composed of the vice president for student affairs, the provost or associate provost, the registrar and, if the leave was due to psychological reasons, the director of the Counseling Center. Students who have been suspended for academic or disciplinary reasons and are applying for readmission may be readmitted only after the suspension period has been served.

Transfer Students

To qualify for admission to Berry, a transfer student must

- be eligible to return to the college or university last attended;
- have earned a grade-point average of 2.5 on a 4.0 scale at the last college or university attended;
- have an overall cumulative grade-point average of 2.5 on a 4.0 scale;
- submit a transfer recommendation form signed by the dean of students at the last college or university attended.

Transfer applicants must arrange to have sent to the dean of admissions of Berry College an official transcript directly from each college or university previously attended. A transfer student is considered for admission after all required papers are received by the college admissions office. Prior college work, about which Berry College is uninformed at the time of the student's application for admission, will not be later accepted for transfer credit. Failure to report such work also may be grounds for dismissal.

Transfer Credit

These policies apply to students transferring work from another institution to Berry:

- In the computation of a student's grade-point average (GPA) at another school, all course work except developmental or other remedial-type courses enters into the computation. Pluses and minuses are calculated using the Berry grading system.
- Berry does not accept D grades in transfer.
- Once a student is enrolled at Berry, her or his Berry cumulative GPA reflects Berry work only, except for determining Phi Kappa Phi membership, class rank and graduation with honors when the combined GPA is used.
- For students transferring to Berry, 3.33 semester hours will be granted for a five-quarter-hour course; 2.66 semester hours, for a four-quarter-hour course; 2.00 semester hours, for a three-quarter-hour course; 1.33 semester hours, for a two-quarter-hour course; and 0.67 semester hours will be granted for a one-quarter-hour course.
- A maximum of 62 semester hours of credit is transferable from accredited colleges and universities and
- Developmental, orientation, student-assembly and cultural-events credits are not transferable
- Generally, credit is not given for course work unrelated to Berry's offerings (e.g., auto mechanics and other terminal vocational, technical and occupational courses).
- Transfer credit will not be granted by Berry College for course work from non-accredited institutions or for prior experiential learning. Students who wish to

demonstrate proficiency in an area covered by specific Berry courses may do so by applying for Credit by Examination (CBE). See the section on Credit by Examination for further details.

- Only official transcripts sent directly from the colleges attended will be evaluated.

Transient

An applicant who has been attending another institution and desires to enroll for a course(s) at Berry must

Have a collegiate grade-point average of 2.5 on a 4.0 scale at the last institution attended,

be in good standing at the last institution attended, and

obtain permission from the last institution attended to take a course(s) at Berry.

Admission as a transient student is granted for only one semester. Successful completion of course work as a transient student does not ensure admission as a degree-seeking student.

International Applicants

In addition to the requirements for a specific admissions category, an applicant from a non-English-speaking country must submit satisfactory TOEFL (Test of English as a Foreign Language) scores, and international transcripts that have been evaluated by World Educational Services.

Admission to Graduate Study

For information on admission to graduate study for the Master of Business Administration degree, Master of Education degree or Education Specialist degree, see the Graduate Catalog.

Veterans Administration — Information for Veterans

Berry College has been approved by the Georgia Department of Veterans Affairs for study and veteran's assistance. The veteran seeking admission to the college should promptly notify the associate registrar so that applications for educational benefits may be filed. All applications for benefits are subject to the approval of the Department of Veterans Affairs.

Financial Information

It is the policy of Berry College to keep charges to students to a minimum, and the college carefully selects those to whom it will offer admission. To balance the difference between actual educational costs and the amount a student pays, Berry College provides approximately half of the cost annually for each full-time student.

Many students are offered work opportunity through which they can earn a portion of their college expenses. They are paid regularly by check. Scholarships, grants, loans and other awards also are available under a comprehensive financial-assistance program.

Further information is provided later in this section.

Regular Charges for 2009 -2010

Tuition (12-18 semester hours)	\$23,160
Technology Fee	\$50
Student Activity Fee	\$150
Total Tuition and Fees	\$23,360

Room and Board

First-Year Students	Traditional Hall Room w/ the Unlimited meal plan	\$8,340
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First year students normally reside in one of the traditional residence halls. Additional costs apply if a first year student resides in alternative housing. All first year residential students are required to have the Unlimited meal plan.

Second-Year Students	Traditional Hall Room w/ the Any 10 meal plan	\$7,800
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Second year students normally reside in one of the traditional residence halls. Additional costs apply if a second year student resides in alternative housing. All second year residential students are required to have at least the Any 10 meal plan. They may also upgrade to the Unlimited plan (+\$540).

Third and Fourth-Year Students

Choose one of the following:

Traditional Hall Room w/ the Any 7 meal plan	\$7,180
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All third and fourth year residential students living in a traditional hall room are required to have at least the Any 7 meal plan. They may also upgrade to the Any 10 (+\$620) or the Unlimited (+\$1,160) meal plans.

Townhouses & Thomas Berry Suites w/ Flex Bucks meal plan	\$6,122
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All third and fourth year residential students living in the townhouses or Thomas Berry Suites are required to have at least the Flex Bucks meal plan, but may upgrade to the Flexible 80 (+\$820), the Any 7 (+1,900), the Any 10 (+\$2,520) or the Unlimited (+\$3,060) meal plans.

New Residence Hall (Suites) w/ Flex Bucks meal plan \$7,294

All third and fourth year residential students living in the New Residence Hall are required to have at least the Flex Bucks meal plan, but may upgrade to the Flexible 80 (+\$820), the Any 7 (+1,900), the Any 10 (+\$2,520) or the Unlimited (+\$3,060) meal plans.

Commuter Flex Bucks Meal Plan \$620
Students

*These regular charges become effective at the beginning of the 2009 fall semester. Some or all charges may necessarily be increased in 2010-2011. The Board of Trustees reserves the right to change any charge (regular or other) at any time.

Note: A reduced meal plan is available to students who work at least 10 hours per week in Dining Services.

Tuition

For each semester hour in excess of 18, an additional charge of \$772 per hour will be made. Students enrolled for fewer than 12 semester hours are charged \$772 per hour.

Auditors (students enrolled in one or more classes on a noncredit basis) are charged tuition at the rate of \$386 per semester hour.

A portion of tuition is applied toward the costs of student publications (Cabin Log, Campus Carrier and Ramifications), athletic activities, campus motion pictures and cultural-affairs performances, student-government activities and student-center operations. A fall-semester student not registering for the spring semester may obtain a Cabin Log, if one is available, by paying a prorated amount of the per-copy price for the semester in which tuition is not paid.

Room

Room charges for students returning early and for students remaining at Berry during vacations are additional and are computed at the rate of \$22.19 per day in the residence halls, \$22.19 per day in Dorothy Cottage, \$26.20 per day in the townhouses and Thomas Berry suites, and \$31.78 per day in the new residence-hall suites. Residence halls are completely closed at Thanksgiving and Christmas breaks. When space is available, students may request private rooms through the office of residence life. Additional charges apply for these requests. For rooms identified as doubles, triples or quads which are converted to lower occupancy rooms at the request of the resident(s), an additional charge of \$466 per year will apply. Also, for any student residing in a room identified as a single, an additional charge of \$233 per year will apply.

Board

First-year students living on campus must purchase the Unlimited Plan. Second-year

students living on campus must purchase at least the Any 10 Plan. All other traditional residence hall occupants must purchase at least the Any 7 Plan. All other suite residents and all full-time commuter students must purchase at least the Flex Bucks Plan. Meals not included in a plan may be purchased on a casual basis. In addition, a la carte service is available in Valhalla (our food court).

Meal plan charges cover only those meals and Flex Bucks that are made available within an academic semester. Unused meals and Flex Bucks do not roll over from semester to semester.

We provide a variety of foods to satisfy students with special diets. We can provide most special diets if recommended by the student’s physician. If, after receiving documentation and having conversations with the student’s physician, it is deemed by our dietician and the director of dining services that we are unable to meet the dietary need, then the director of dining services can exempt an individual from the meal plan rules above.

Other Charges

Application for admission fee	\$50
Technology fee.....	50
Student Activity fee	150
Joint enrollment per credit hour	386
Enrollment deposit (see below)	150
Residence-hall room deposit (see next page)	100
Orientation fee (SOAR and Viking Venture)	
Freshman residents	135
Transfer students and commuters.....	75
Late clearance.....	50
Student vehicle registration (per year).....	25
Graduation fee (including keeper cap and gown).....	40
Transcript of record	5
Emergency request for transcript	20
Certain courses, including music lessons, require special fees for materials or facilities use or other particular costs. See the Berry Intranet or the Berry Web site for details.	
Returned-check fee (each transaction)	40
Credit-by-examination fee, per credit hour	30
Replacement of student-identification card	25
Continuing-education program fees set by the department	

SPECIAL FEES ARE NOT REFUNDABLE.

Enrollment deposits and room deposits are refundable only if written notice of cancellation is received by May 1 from applicants for the fall semester and two months before the date of registration from applicants for spring semester. The enrollment deposit is not a prepayment of tuition and fees; rather, it serves as a reservation deposit to

be retained until the student graduates or withdraws. For continuing students, refund of the deposit will be made when formal withdrawal is accomplished by their class-selection date of the current semester and all financial obligations have been met.

Room deposits are not prepayments to be applied to residence-hall charges but will remain on deposit with the college to be refunded, provided the student's accounts with the college are cleared, upon change of status from residence-hall student to commuting student, formal withdrawal or graduation. However, the room-deposit refund will be permanently forfeited in the event of a change to commuting status or formal withdrawal occurring after the class-selection date of the current semester.

Textbooks and supplies each semester cost approximately \$600. Personal expenses, of course, vary with the individual.

Graduate Studies Charges

Charges for graduate studies are listed in the Graduate Catalog.

Financial Obligations to the College

A student who is delinquent in payment of any financial obligation to Berry College may be removed from classes; may not be allowed to register at the college for another semester until such delinquency is satisfied; may not be issued official transcripts or a diploma; and may be subject to further disciplinary action. In addition, in the event that an unpaid obligation is submitted to a collection agency or an attorney at law, all costs of collection, including reasonable attorney's fees, will be paid by the student.

Payment of Charges Each Semester

Each student who has preregistered is billed in advance with an itemized statement of charges for the semester; financial-aid credits applied, if any; and the net amount due to complete registration.

Net charges are due and payable on or before the fee payment date or the student will not be "cleared" to attend classes.

The student Deferred-Payment Plan is available for those who wish to pay charges for each semester in monthly installments. A service charge will be assessed students who choose the Deferred-Payment Plan.

Clearance to Attend Classes

A student will not be permitted to attend classes, and professors will not admit students to class, until the business services office has received the net amount billed or the first installment under the Deferred-Payment Plan for the semester and all scholarship, loan and other financial-aid forms and/or checks have been signed.

Refund of Charges

All students who withdraw during a semester will be charged tuition and room and board, if applicable, at the rate of 10 percent of the semester charge for each week, or fraction

thereof, of enrollment. If a recipient of financial aid withdraws and is scheduled to receive a refund, all or part of this refund will be used to reimburse the financial-aid program from which the student received funds. Other fees are nonrefundable.

Students receiving Title IV Federal Financial Aid (Stafford, Plus or Perkins Loans, Pell Grant, SEOG, etc.) who withdraw during a semester will be subject to the refunding of all or a portion of their financial aid to the respective loan or grant, according to Federal Regulations. Information on these withdrawal procedures and the Federal Regulations that apply are available in the Student Business Services Office.

Work Experience

Join the nation's premier work experience program. Berry offers meaningful work to every student in more than 120 departments and locations. Each year 85% of the student body chooses to work in a variety of jobs. Most first-time student workers start in entry-level positions and then progress to more advanced positions. Many students eventually have the opportunity to supervise other students and manage departments or one of our student-run businesses.

The Berry work experience extends, complements, and enriches the academic experience. Students develop leadership and human relations skills, learn good work habits, build self-reliance, and gain experience in useful vocations and avocations.

Freshmen typically work 10 hours per week and are allowed to work no more than 15 hours per week. Upperclassmen often work between 10 and 20 hours per week. Upperclassmen can apply to the Dean of Student Work to work more than 20 hours per week during the academic year. Students also have the option to work up to 40 hours per week during the summer.

The Dean of Student Work assigns positions to incoming freshmen based on individual preferences and institutional needs. Sophomores, juniors and seniors are encouraged to seek the jobs of their choice. Open jobs are posted at <https://studentwork.berry.edu>. Students having difficulty finding jobs should contact the Student Work Office in Krannert 302.

Freshmen working 15 hours per week during the academic year can earn approximately \$3,480. Upperclassmen working 20 hours per week during the academic year can earn approximately \$4,760. Students working 40 hours per week during the summer have the opportunity to earn up \$4,500 and those working approximately 500 hours can earn an additional \$700 credit toward fall tuition.

Student earnings for on-campus jobs are paid by check issued by the college every two weeks. Earnings are subject to state and federal income taxes and in some cases FICA taxes. New students are required to complete payroll withholding and I-9 (verification of citizenship) forms prior to receiving work assignments and therefore should have a social-security card or certified birth certificate and one other government-issued picture

identification (usually a state-issued driver's license) in their possession when they arrive on the campus. A valid U.S. passport is an acceptable substitute for the social security card, birth certificate, and the identification card.

Financial Aid

Berry College is committed to assisting students and their families in securing resources to attend the college through the use of institutional, federal and state funding. Every student is encouraged to apply for financial aid by filing the Free Application for Federal Student Aid (FAFSA). The priority date for receipt of the financial-aid forms is April 1 each year. Late applications will be considered on a funds-available basis.

To meet general eligibility requirements to be considered for financial aid, a student:

- Must be admitted to Berry College as a regular-admitted, degree-seeking student;
- Must be a U.S. citizen, eligible non-citizen, U.S. national or have an acceptable immigrant visa;
- Must not be in default on prior education loans, nor owe repayment of federal grant programs;
- Must be making Satisfactory Academic Progress toward graduation as defined in this Catalog.

In addition to these general requirements, individual programs may have additional requirements specific to that particular program. Examples of these additional requirements are specific grade point averages needed to maintain the program, or a minimum level of enrollment required to be eligible to receive funding. Students should be familiar with the actual requirements for specific programs which apply to them.

Applying for Financial Aid

Information about applying for financial aid can be found by going to the Berry College Office of Financial Aid's Web site. The Web site also provides links to the state programs for Georgia residence and the federal Web site for filing the Free Application for Federal Student Aid online. All students both new and returning should notify the Berry College Financial Aid Office of any scholarship awards they will receive from outside sources.

Free Application for Federal Student Aid (FAFSA). Submission of this form (or the renewal FAFSA for continuing students) is required for consideration of eligibility for any need-based assistance as well as for participation in the federal family loan program (student and/or parent loans). All students are encouraged to submit the FAFSA to the federal processing center through the Internet using FAFSA on the Web (www.fafsa.ed.gov). Once the student's FAFSA is processed, the results are released electronically to the college, provided the student includes the college's code (00155400) on the FAFSA. The electronic information must be received by the financial-aid office, along with supporting documentation as requested by that office, before federal loans or other need-based aid can be awarded.

Georgia Tuition Equalization Grant Application. This form is required for the state residency (tuition-equalization) grant and may be completed by going to www.GAcollege411.org.

HOPE Scholarship Application. Eligible HOPE scholars must complete this application by going to www.GAcollege411.org.

Common Financial-Aid Sources

The most common sources of financial assistance are federal, state and institutional aid.

Federal Programs. These programs provide the foundation for financial aid for students who demonstrate financial need. Initial application for federal aid is made by submission of the Free Application for Federal Student Aid (FAFSA). The federal programs available through Berry to qualified students include Federal Pell Grants, Federal Supplemental Education Opportunity Grants, Academic Competitive Grants, SMART Grants, Federal Work-Study and Federal Family Education Loans. (Note: The Federal Unsubsidized Stafford Student Loan and the Federal Parent Loan for Undergraduate Students are loans created to assist families who do not qualify for need-based aid or who need additional funds to replace their expected family contribution. Eligibility for these loan programs also require submission of the FASFA.)

State Programs. The state of Georgia provides the Georgia Tuition Equalization Grant to eligible state residents who attend Berry as full-time undergraduate students. In addition to the Tuition Equalization Grant, the lottery-funded HOPE Scholarship Program is available to help eligible students with their educational needs. Continuation of the HOPE scholarship is based on maintaining the required 3.0 grade-point average on all attempted hours of course work after high-school graduation. The grade point average is reviewed after attempting 30, 60 and 90 hours and at the end of each spring term. Upperclassmen may be eligible to enter the scholarship program with the required grade-point average after having attempted 30, 60, or 90 credit hours.

The HOPE PROMISE Teacher Scholarship Loan is a part of the HOPE Program made available in the junior and senior years for education majors who plan to teach in a Georgia public school and who have maintained a 3.0 grade-point average. If unable to complete the program or meet the teaching obligation, the student must repay a loan. The HOPE Teacher Scholarship Loan is another component of the HOPE Program that provides forgivable loans to students seeking advanced education degrees in critical shortage fields. Applications for the PROMISE and HOPE Teacher Scholarship Loans can be obtained online at www.GAcollege411.org. For more information on HOPE programs and current regulations governing these programs, contact Berry's financial-aid office or contact HOPE directly at 1-800-546-HOPE or on the Web (www.gsfc.org).

Institutional. Students are expected to be enrolled full time to receive institutional funding. Changes to the enrollment level placing a student below full-time status will require an adjustment to the aid package. In addition, institutional funds are limited to four years (eight semesters) of enrollment or completion of 128 semester hours

whichever comes first. The admissions office awards all academic scholarship and opportunity grants. Academic scholarships and opportunity grants are awarded only to entering first-year or transfer students. For eligibility information, prospective students should contact the admissions office.

A number of Berry awards are limited to **Direct Costs**, which are defined as tuition, fees, room and board. Specific conditions will be provided in your initial Award notification.

The required grade-point average to renew academic merit scholarships and opportunity grants is 2.50 after two terms and 3.00 thereafter. However, students receiving a Presidential Scholarship will be required to have achieved a 3.00 grade-point average at the end of their first two semesters of enrollment and must maintain a cumulative 3.20 after those first two terms. Academic scholarships and opportunity grants are reviewed at the end of each spring or summer term to determine eligibility for the next academic year. Only course work completed at Berry is used to compute continued academic scholarship and/or opportunity grant eligibility. Scholarships and/or grants lost may be renewed at the end of each academic year if the required cumulative grade-point average is met at that time.

A number of disciplines (ex. music and theatre) on campus, offer scholarships. Prospective students should contact the appropriate department chair for further information.

Grants and scholarships are also awarded to students to assist in meeting financial need. The financial-aid office must receive the electronic results of the FAFSA, the Institutional Student Information Record (ISIR), to determine eligibility for need-based aid. Grants and scholarships are awarded on an annual basis subject to the information provided on the FAFSA. Need-based grants/scholarships may be adjusted if students receive additional aid after a Berry grant/scholarship has been awarded.

An alternative loan opportunity program (other than federal) may be offered to qualifying students to assist in meeting their educational expenses.

Satisfactory Academic Progress Standards

In order to receive financial aid from the federal Title IV assistance programs, state grants or institutional aid other than work opportunity, the student must exhibit satisfactory academic progress. For purposes of this financial-aid requirement, a full-time undergraduate student must earn 24 semester hours of credit each academic year. A full-time graduate student must earn 18 semester hours of credit each academic year. Part-time undergraduate or graduate students must satisfactorily complete at least 70 percent of any attempted course work.

Students receiving financial aid must complete their degree requirements within a reasonable time. Normally 124 semester hours are required to earn a bachelor's degree at Berry College. Therefore, an undergraduate student shall be deemed in good standing and eligible to receive federal financial aid until he/she has attempted 165 semester hours or completes degree requirements, whichever comes first. This number includes hours

attempted at all schools attended. Master's-level students will be allowed to receive federal financial aid until they have attempted 40 graduate semester hours at all schools attended.

At the end of each semester, the academic record of each aid recipient will be reviewed and recorded. The review will include all academic-year semesters of attendance and all degree-credit courses completed at Berry, whether or not aid was received for those courses. Students with deficiencies at the end of fall semester will be notified so that additional courses may be scheduled to remove the deficiencies before the end of spring semester. The review at the end of the academic year (spring semester) will determine satisfactory progress for that year. Students with an average of fewer than 12 credit hours per semester will not be considered as making satisfactory progress, and financial assistance will not be offered until the deficiency is removed. Deficiencies may be removed by completing the necessary hours without financial aid. Once the hours are successfully completed, the student will again be eligible for financial aid.

Successful completion of courses means the student has received a grade of A through D, H, or P. Receipt of grades of F, I, W, WF, WS, X, or NR does not constitute successful completion.

For purposes of receiving financial assistance, a student must maintain satisfactory progress with regard to grades and work completed. Undergraduate students completing 60 or more hours must have a minimum cumulative 2.0 GPA on academic work at ALL schools attended to receive financial aid. Students academically dismissed who are allowed to return to Berry after one semester or one year are not considered in good standing for financial aid until the academic deficiency is removed.

Students who experience mitigating circumstances such as personal illness or injury; or illness, injury or death of an immediate family member that requires the student either to withdraw temporarily from college, reduce the semester class load, stop out, or receive grades of incomplete or W may have a one-semester extension of time in meeting the foregoing requirements. To request the extension, the student must provide a personal statement and/or other documentation as required by the director of student financial aid. The director, in consultation with the Enrollment Management Committee and/or other college officials, as appropriate, will decide whether an extension is warranted.

These standards are issued in compliance with The Higher Education Act of 1965 as amended by federal regulations effective January 1, 1992.