**Distributed Learning Program:** The DL program assumes that the first year of academic studies will take place over two years of full time study which is then regularly lengthens each degree program by one year.

**S.T.M.** – The normal time for completion is two years – first year (9 credits + thesis), and second year (thesis + 9 credits). (Wartburg Seminary is not admitting new S.T.M. students at present).

If a student needs to deviate substantially from the normal number of credits per year, the student may request an additional semester or year in order to complete requirements for graduation. Upon approval of such a request by the Academic Dean, the extended plan will qualify as meeting the requirement for satisfactory academic progress.

When a student fails to maintain academic progress either qualitatively or quantitatively, the student is placed on academic probation for the next semester. If the student does not regain satisfactory academic progress during the next semester, the student may be subject to dismissal from seminary for academic reasons. A student who falls below the expected level of academic performance should contact his or her academic advisor to determine what steps he/she can take to regain satisfactory progress.

Students on an extended plan (additional semester or five-year plan) who fail to maintain satisfactory academic progress will be considered by the faculty on a case-by-case basis.

**Financial Aid During Academic Probation**
As stipulated by federal regulations, a student not maintaining satisfactory academic progress is not eligible to receive federal financial aid, including Perkins and Stafford loans, and federal work-study. According to Wartburg Seminary policy, a student on academic probation is also not eligible to receive scholarship grants from the seminary. However, scholarships and grants from outside sources such as congregations, synods, and other organizations are not usually affected by these regulations; therefore, students on academic probation normally may continue to receive financial help from outside sources. At the discretion of the seminary (academic advisor and financial aid director), students may continue to be employed by the seminary while on academic probation, if not employed under federal work-study.

**Wartburg Seminary Refund Policy**
The Wartburg refund policy, printed in the Wartburg Catalog and in this handbook, is essentially the same as the federal student aid refund policy. In the case where a student enrolls but fails to complete a semester, the student may be entitled to a refund of monies paid, but may be required to return financial aid funds according to the federal policy. The Refund Policy applies to institutional charges—tuition, fees, room, and board (if applicable). It does not apply to rent for non-dormitory housing, health insurance premiums, nor to other items on the student budget.