compliance with the laws and regulations that govern financial aid, especially federal funds. Financial aid is normally determined during the summer months, and applied at the beginning of the fall and spring semesters.

Students may be employed by the seminary, or may be eligible for the Federal Work-Study program up to a maximum of ten hours per week. The business office pays wages to employed students every month on completion and authorization of time sheets supplied by the business office.

Applications for financial aid are available online or by inquiry to the financial aid office, and may be submitted any time after January 1 for the subsequent academic year. Applicants after June 1 may qualify for a seminary grant if they are eligible and if there are still funds remaining. If awarded a seminary grant, these grants are applied each semester directly to a student’s account.

**Satisfactory Academic Progress**

In order to be eligible to receive financial aid a student must maintain satisfactory academic progress. Satisfactory academic progress is defined for financial aid purposes both by the seminary and by federal requirement. Two components are included in this definition, a qualitative one and a quantitative one.

**Qualitative component.** Because the seminary is a graduate school, a higher level of academic work is required than might be required at the college level. Students are expected to maintain at least a minimum grade level for a degree program (C or 2.0 for all masters level programs, B or 3.0 for S.T.M.) or higher in each semester. However, some courses are only offered on a Credit/No-Credit basis (which varies by program; S.T.M. courses are only for letter grade), and such results do not readily translate into a grade-point system. Seminary students’ academic work is expected to be at the “Credit” level. **A student may receive only one “No-Credit” grade while at seminary and still meet requirements for satisfactory academic progress.** The student then will receive a warning letter stating that the course for which a “No-Credit” was received must be repeated and taken for a letter grade.

**Quantitative component** (according to degree program):

**M.Div.** – The normal time for completion is full-time for four years – two years at seminary (32 credits per year), a one-year off-campus internship (27 credits), and a final year at seminary (32 credits).

**M.A.** – The normal time for completion is two years – first year (32 credits), and second year (30 credits).

**M.A. in Diaconal Ministry** The normal time for completion is two and one half years – two years at seminary (32 credits per year), two summers (18 credits total for courses and field work), and the final semester (12 credits).