State University

Degree Completion Program Overview

Any former SU student athlete that has exhausted his/her eligibility and is outside of the six year window is eligible for the program. The process is as follows:

1. Identifying the potential former student athlete and having the student contact the Degree Completion Coordinator with Student Athlete Academic Services (SAAS)
2. The Degree Completion Coordinator will complete a graduation check for all former students that have expressed interest in the program
    a. The graduation check includes hours completed/remaining, student's academic standing, courses needed to graduate, etc.
3. The Degree Completion Coordinator will inform the former student of the re-admissions application process as well as provide info for the FAFSA (Free Application for Federal Student Aid) procedures
4. The Degree Completion Coordinator will contact the members of the program committee
    a. Administration:
    b. Academics:
    c. Compliance:
    d. Financial Aid:
5. The committee will review the information from the graduation check
6. The former student must complete the SU re-admission application process
7. The Financial Aid office is notified of potential enrollment of the student for the next semester
    a. Any financial aid obligations are discussed with the student
    b. Complete thank you letter to foundation before monies will be released
    c. Complete FAFSA Form
    d. Student must complete residency affidavit
    e. Determine if funding is available to assist the student with tuition and/or fees
    f. Room & board is not included
8. The former student must submit an application form to the Degree Completion Coordinator
    a. Student is then notified by Administration regarding acceptance into the program
9. Student can contact the Degree Completion Coordinator and/or advisor within his/her college to select courses needed
    a. A plan for the semester(s) course load will be made for each student
10. All committee members will be notified of the student's enrollment in the program
11. The student must complete the Grant in Aid form and submit it to the Degree Completion Coordinator. The forms will be submitted to the committee.
12. Release of Funds
    a. Financial aid and/or foundation funds will be disbursed to the student
13. Student Responsibility
    a. Students must complete the academic contract and submit it to the Degree Completion Coordinator

     b. If classes are completed unsatisfactorily, the student may be help responsible for tuition/fees

     c. If tutoring services are requested, services will be canceled after 3 unexcused missed sessions

     d. Administration will review the policy with each student

14. All grades and academic records of the students will be kept by the Degree Completion Coordinator and reported to the committee member each semester