



# Satisfactory Academic Progress

## Calculation Worksheet

*While only the Registrar can make an official determination of your standing, these calculations may assist you in determining if you are on track. Students must make Satisfactory Academic Progress in order to receive a degree from Goodwin College.*



### The Three Benchmarks for making SAP

#### I. CGPA

If you are in your fourth semester here, you must have a 2.0 CGPA. (First semester = 1.6, Second and Third = 1.8) A 2.0 is a "C" average.

These levels apply regardless of part-time or full-time status.

#### II. Pace (Rate of Completion)

If you have attempted 30 credits or more, you must have a pace of 67% or above. (A 50% pace is acceptable when less than 30 credits have been attempted.)

#### III. Maximum Time Frame

If you are enrolled in a typical Associate Degree Program, you may attempt 90 credits in your efforts to earn the 60 credits required for your program of study.

For a Baccalaureate Degree, you will be allowed to attempt 180 of the 120 credits needed for the degree.

### I. Calculate your Cumulative Grade Point Average (CGPA)

The good news with calculating your CGPA is that you don't have to: it is listed for you on your transcript. Just log into Sonisweb and have a look!

However, you may wish to **estimate your future CGPA** based on grades you are working to achieve in your current semester. Please use the worksheet on the reverse to form an estimate or visit [www.back2college.com/raisegpa.htm](http://www.back2college.com/raisegpa.htm).

### II. Calculate your Pace

Looking at your transcript (available when you log into Sonisweb), enter the number of "credits received" into a calculator. Divide this number by the number of "credits attempted." The resulting figure is your *pace*. Your pace represents your rate of completion of your program.

#### EXAMPLE:

*Maria chose to withdraw from a couple of 4 credit science classes to avoid getting a bad grade. Also, she never completed another 4 credit course, resulting in a grade of "UG." ("UG" stands for "ungraded," and means she did not do enough work to earn a grade in the class.)*

*As a result, Maria has received 20 credits out of the 32 credits she attempted. By dividing 20 by 32, her pace is calculated at 63%.*

$$20 \div 32 = 63\%$$

$$\text{Credits Received} \div \text{Credits Attempted} = \text{PACE}$$

**\*Note: To calculate your FUTURE pace, simply plug in the number of *anticipated* credits you will have received and the number of credits you will have attempted at the end of the current semester.**

#### CONTACT INFORMATION

Dr. Sharon Koch  
Satisfactory Academic Progress Coordinator  
Phone: 860.913.2141  
Email: [skoch@goodwin.edu](mailto:skoch@goodwin.edu)

### III. Calculate your Progress in Terms of Maximum Time Frame (MTF)

Determine The Credits Needed to Complete Your Program of Study

Programs of Study are available at [www.goodwin.edu](http://www.goodwin.edu).

By yourself or with the help of an advisor, plug in all of the courses you have taken. Then count the number of credits still needed to earn the degree you are seeking; Enter that number into the worksheet at right on line 6.

1. Maximum number of credits that can be attempted for an Associate Degree: 90
2. Maximum number of credits that can be attempted for an Baccalaureate Degree: 180
3. Number of credits I have attempted at Goodwin \_\_\_\_\_ + transfer credits = \_\_\_\_\_
4. Number of credits I can still attempt: \_\_\_\_\_  
(Subtract line 3 from either Line 1 or Line 2, depending which degree you are seeking.)
5. Number of credits I have received at Goodwin \_\_\_\_\_ + transfer credits = \_\_\_\_\_
6. Number of credits I still need: \_\_\_\_\_  
(See box at left for explanation. Or, if you are sure that all of your credits received count toward your program of study, subtract Line 5 from Line 1 or Line 2.)

If the number of credits you still need (line 6) is *greater* than the number of credits you can still attempt (line 4), you should speak to your advisor immediately. If the figures are accurate, you may need to select a new program of study or accept a certificate of completion in lieu of a degree. **The best way to ensure you meet MTF is to closely monitor your progress!**

### ESTIMATE YOUR FUTURE CGPA

**EXAMPLE:** Joe has a 1.81 CGPA following his summer semester. He has attempted 16 credits so far. He wants to be sure to get a 2.0 during the fall semester so he can be removed from the SAP warning list. He is now taking 10 credits. At the end of the fall semester, he will have attempted 26 credits in all.

Current CGPA = 29.10 Quality points ÷ by 16 credits attempted = 1.81 CGPA \*Note: If Joe had any W's or UG's on his transcript under "credits attempted," they would not count toward his GPA and should not be included in the 16.

Future CGPA = (insert anticipated semester GPA here; 10 credits, all B's, would be 30 quality points plus existing CGPA of 29.10 = 59.10) ÷ by 26 credits = 2.27

1. Answer A or B, but not both.
  - A. If you hope to get all A's, multiply 4.0 times the number of credits you are taking and enter that number here: \_\_\_\_\_ \*Do not include foundational courses.
  - B. If you hope to get all B's, multiply 3.0 times the number of credits you are taking and enter that number here: \_\_\_\_\_ \*Do not include foundational courses.
2. Enter the figure from A or B to letter D
  - C. Existing Quality Points = \_\_\_\_\_ (check your transcript on Sonisweb)
  - D. If I got all A's or B's, I would have \_\_\_\_\_ quality points
3. In total, I would have \_\_\_\_\_ quality points after this semester (Add C and D together to get this number.)
4. Total Credits Attempted after the current semester: \_\_\_\_\_  
\*Note: Do not include credits attempted that resulted in grades of W, NG, or UG. Do not include transfer credits.

Divide the number from Line Three by the number from Line Four to get your anticipated CGPA for next semester. Write it below for reference.

CGPA Estimate for next semester if I get (circle one) A's or B's: \_\_\_\_\_

*How is the CGPA Determined?*

**Quality Points ÷ Credits Attempted**

Quality Points are the numerical equivalent of letter grades. The points are multiplied by the number of credits in the course. (EX: an "A" would merit 12 quality points for a 3 credit course.)

A = 4.0	B- = 2.7	D+ = 1.3
A- = 3.7	C+ = 2.3	D = 1.0
B+ = 3.3	C = 2.0	D- = 0.7
B = 3.0	C- = 1.7	F = 0.0