



# Inclusive Services

UNIVERSITY OF COLORADO  
COLORADO SPRINGS

## Satisfactory Academic Progress (SAP) Policy

The Office of Inclusive Services follows all parts of the UCCS Satisfactory Academic Progress (SAP) policy that relate to students working towards certificate completion. Please see the [UCCS SAP](#) for detailed information.

The Office of Inclusive Services Satisfactory Academic Progress is as follows:

### **Academics:**

- Students must maintain a minimum cumulative GPA of 2.0
- Students must complete 50% of their courses in their area of study

Student academic progress is reported during mid-semester feedback meetings. OIS staff review student grades, transcripts, and peer mentor feedback to ensure students are meeting SAP academic requirements and discuss student progress during the meeting. Four times per semester, students conduct their own routine grade checks. This allows them to track their academic progress and share concerns with the Inclusion Specialist. Students conduct a self-evaluation of this area and share their progress during their mid-semester feedback meeting.

### **Socialization:**

- Commuter students must complete two campus events per month
- Residential students must complete one campus event per week
- Students must participate in a recreation activity of their choice one time per week

Students maintain their calendars and check each week to ensure they meet the minimum requirements for social engagement. Peer mentors provide feedback on social engagement using an OIS-created data collection tool. The Campus and Community Coordinator reviews data weekly and reaches out to students if there are concerns about the social requirement not being met. Student social progress is reported during mid-semester feedback meetings. OIS staff review data to ensure students are meeting SAP social requirements and discuss student progress during the meeting. Students conduct a self-evaluation of this area and share their progress during their mid-semester feedback meeting.

### **Career Development:**

- Students must complete career assessments and exploration activities in their first year of being enrolled at UCCS
- Students must participate in paid and unpaid internships and employment during their sophomore through senior years.

The Employment Coordinator collects and analyzes data from students, job coaches, and internship and employment supervisors using an OIS-created data collection tool. The



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Employment Coordinator reviews data monthly and reaches out to supervisors and students if there are concerns about the employment requirement needing to be met. Student internship and employment participation records are kept and reviewed each semester to ensure students meet SAP career development requirements. Progress is discussed with students during mid-semester feedback meetings. Students conduct a self-evaluation of this area and share their progress during their mid-semester feedback meeting.

## **Independent Living:**

- Both commuter and residential students must participate in cooking and budget seminars twice during their four-year college experience.

The Campus and Community Coordinator collects and analyzes data from peer mentors and cooking and budget class participation using an OIS-created data collection tool. The Campus and Community Coordinator reviews data weekly and reaches out to peer mentors and students if concerns about the independent living requirement need to be met. Records of student participation in seminars are kept and reviewed each semester to ensure students are meeting SAP independent living development requirements. Progress is discussed with students during mid-semester feedback meetings. Students conduct a self-evaluation of this area and share their progress during their mid-semester feedback meeting.

## **Remediation for failing to meet SAP:**

If the student is not progressing in academics, socialization, career development, or independent living, the OIS will create a plan to support the student in making satisfactory progress in the area of concern.