

## TAP ELIGIBILITY GUIDELINES

1. You must be registered as a full-time student (at least 12 credits) each semester.
2. You must meet a minimum level of academic progress **each semester** as illustrated below:

**First payment---** 0 credits  
**Second payment--** 4 credits  
**Third Payment- -** 16 credits  
**Fourth Payment--** 28 credits  
**Fifth Payment- -** 40 credits  
**Sixth payment--** 52 credits  
**Seventh payment-** 64 credits  
**Eighth payment--** 78 credits

**PLEASE NOTE:** You are only eligible for a maximum of **8 TAP payments** unless enrolled in a 5 year program or HEOP.

3. You must meet **program pursuit requirements**. Satisfactory program pursuit is defined as receiving a passing or failing grade in a certain percentage of classes in a full courseload.(minimum 12 credits). We have indicated the percentage of courses which you must complete in order to be eligible for payment next term.

- a. first year—50 % of the minimum full-time courseload
- b. second year—75% of the minimum full-time courseload
- c. third, etc. 100 % of the minimum full-time courseload

For example, if you were enrolled for 12 credits your first semester at Bard, you must have a passing or failing grade for 6 of the 12 credits. Incompletes don't count!

4. The state requires that you must have achieved a 2.0 GPA by the conclusion of your fourth semester of TAP in order to be eligible for a fifth semester renewal of your TAP award.

**These are minimum standards.** Thus, your continued eligibility, hopefully, should not be affected by these requirements. If you do not meet these standards each term, **YOUR TAP AWARD WILL NOT BE AVAILABLE TO YOU FOR THE FOLLOWING SEMESTER.** If you expect that you will not meet one or more of the above requirements, you should come to the Office of Financial Aid or seek advice from the Registrar.

### **INCOMPLETE**

A grade of **I (Incomplete)** or **W (Withdrawal)** is **NOT** acceptable in meeting the requirements for satisfactory program pursuit. If an Incomplete is a factor determining whether or not you meet the required standard, your **TAP** award will not be made available to you until the Incomplete is resolved. You have a maximum of 60 days after the conclusion of the term to resolve an Incomplete. **Otherwise, the award will be cancelled. Then you will be responsible for paying the amount of the award from personal or family funds.**

### **WAIVER**

A waiver can and will be granted only if:

- a) there was an extenuating circumstance which prevented you from fulfilling the requirements-(this must be documented by an appropriate office, such as the Dean of Students);
- b) it is in your best interest and granted with your concurrence;
- c) it will put you back on schedule for future state awards by the end of the term for which the waiver is granted;
- d) it is approved by the Faculty Executive Committee.

If you have any further questions regarding the TAP award, please contact the Office of Financial Aid.