

Cañada College

Financial Aid Orientation

Introduction

Welcome to the Cañada College Financial Aid Orientation. This presentation will help you understand federal financial aid regulations and maintain satisfactory academic progress while receiving federal financial assistance. In addition, you will learn about:

Federal Financial Aid Satisfactory Academic Progress Standards

Locked in units

How to review your award letter

How and when your federal funds will be disbursed

Return of Title IV and Overpayments

Important dates

If you have any questions or problems viewing this presentation, please contact the Cañada College Financial Aid Office at (650) 306-3307 or by e-mail at canadafinancialaid@smccd.edu

FEDERAL FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS (SAP) WHAT DOES THIS MEAN?

All students who receive federal financial aid are expected to complete and maintain Satisfactory Academic Progress (SAP). This includes transfer and continuing students who have never received financial aid. Example: If you are a continuing student but new to financial aid, your academic progress will be evaluated when coming in to the financial aid program. This means that your overall grade point average (GPA) and overall units will be used to determine your SAP. If you fail to meet the academic progress standards as listed below, you will enter the financial aid program on Probation Status.

The SAP standards are:

An Overall 2.0 GPA

An Overall 67% or higher Completion Rate

**Completion of Academic or Vocational program within the
90 Unit Maximum Time Frame (AA, AS, Transfer, or
Vocational Certificate*)**

*Units vary for Vocational Certificate programs. Please see college catalog.

GPA = Grade Point Average

Grades of A, B, C, D, and F are considered in the GPA calculation.

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SATISFACTORY ACADEMIC PROGRESS (SAP)

Completion Rate is a percentile measure to determine whether or not you are progressing towards completing your course of study within the maximum time frame. The percentile is calculated by adding your total attempted units and dividing by your total units passed.

The following grades will affect your Overall Completion Rate:

CR (credit)

NC (no credit)

I (Incomplete)

RD (grade withheld)

W (withdrawal)

CR grades are not calculated towards GPA purposes. In addition, check the class schedule for the date to drop a semester length course without a “**W**” appearing on your record as this may affect your completion rate.

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SATISFACTORY ACADEMIC PROGRESS (SAP)

It is your responsibility to notify the Financial Aid Office if your grade changes from an “I” (incomplete) or “RD” (report delayed/grade withheld) to a final grade of A, B, C, D, or F. The Financial Aid Office will then re-calculate your academic progress. If your overall GPA and/or Completion Rate increases to the SAP standards previously stated, your file will be noted.

90 Unit Maximum Time Frame. You are required to complete your program within 150% of the given length of your academic or vocational course of study.

Example: If you are pursuing an AA or AS Degree, you are required to complete 60 degree applicable units. You are required to complete these units within the 90 unit time frame (60 units multiplied by 150% equals 90 units). For Vocational Certificate programs, units required for completion vary. Please refer to the college catalog for the total number of units and specific courses required for the certificate. You will be expected to complete the certificate within 150% of the required units.

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SATISFACTORY ACADEMIC PROGRESS (SAP)

Once you reach 90 **attempted** units or 150% maximum time frame, you will automatically be dismissed from Financial Aid. **You may Appeal this decision**, the Appeal process is explained later. Transferred units from other colleges are **included** in the 90 unit maximum time frame.

All English as a Second Language (ESL) courses are **excluded** from the 90 unit time frame. In addition, basic skills classes are excluded up to 30 units.

Please refer to college catalog for more information.

PROBATION STATUS FOR FEDERAL FINANCIAL AID

Probation

Students who fail to complete **the overall GPA and/or Percentile requirement by the end of each semester as stated in the SAP standards, will be placed on Probation.** Students who are placed on Probation, will continue to receive their Pell grant for the semester. However, keep in mind that probation is a warning of pending dismissal if your SAP does not improve.

If your overall GPA is below 2.0 and/or overall Completion Rate is below 67% you will be placed on Probation. This applies to all students. The Financial Aid Office will send Probation Notices out before the following semester begins. If you have a valid e-mail address in our computer system, correspondence will be sent electronically.

****It think that the 1st sentence of the 1st paragraph and the 2nd sentence from the 2nd paragraph say the same thing.**

SUSPENSION STATUS FOR FEDERAL FINANCIAL AID

Suspension

Those students who receive two consecutive probations or 3 non-consecutive probations will be dismissed from financial aid.

Students who have 90 attempted units will automatically be **dismissed**. See Appeal process on the next slide. The Financial Aid Office will send Suspension Notices out before the following semester begins. If you have a valid e-mail address in our computer system, correspondence will be sent electronically.

APPEALING SUSPENDED STATUS FOR FEDERAL FINANCIAL AID

Appealing for Reinstatement or Continuation of Federal Financial Aid

Those students who have been suspended from financial aid need to complete and submit an Appeal for Reinstatement or Continuation of Financial Aid. You will be notified by mail of the results once your Appeal has been reviewed.

If you decide not to Appeal, you may be eligible for continuation of federal financial aid once you attain the minimum GPA of 2.0 and/or 67% completion rate. This only applies to students who have not exceeded the 90 unit maximum time frame.

Appeal Request forms are available at the Cañada College Financial Aid Office or you can download the form at

<http://www.canadacollege.edu/forms/index.shtml#financial>

REVIEWING YOUR AWARD LETTER

Address - It is very important for you to check the address on your award letter as your check will be mailed to this address. Address changes can be done on-line through Web Smart at <https://www.websmart.smccd.net> or at the Admissions & Records Office. If you require assistance please contact the Financial Aid Office at (650) 306-3307.

Cost of Attendance (COA) - The aid year is printed on your award letter. The Cost of Attendance (COA), listed on your letter, is determined by the college. Expenses such as books, supplies, enrollment fees, health fees, personal expenses, room & board, and transportation are considered in the COA. If you have childcare and/or dependent care expenses, your COA will be adjusted accordingly.

Expected Family Contribution (EFC) - The Expected Family Contribution (EFC) is calculated by the federal government and is what they estimate you and your family can contribute towards your COA. The Family Contribution (EFC) is determined by the information you provide on your FAFSA. In addition, other resources including EOPS, Veterans Benefits, and Scholarships will be considered when determining your financial aid eligibility.

Your Financial Need is determined by deducting your EFC and other resources from the total COA.

TYPES OF AWARDS

Pell Grant – A federal grant considered as gift aid which does not have to be repaid unless you completely withdraw from school before completing at least 60% of the term.

ACG Grant - A federal grant considered as gift aid which does not have to be repaid unless you completely withdraw from school before completing at least 60% of the term. Students must be U.S. citizens, be enrolled fulltime, eligible for a Pell Grant and completed a rigorous high school curriculum as of January 1, 2005 or later.

FSEOG – A federal grant considered as gift aid which does not have to be repaid unless you completely withdraw from school before completing at least 60% of the term. This limited fund is awarded to the neediest students who apply by the priority deadline until funds are exhausted. Priority Deadline is May 2, 2008.

CHAFEE – A federal grant administered in California through the California Student Aid Commission for Foster Youth and former Foster Youth who are eligible for ILSP Services and under 23 years of age. A separate application is required. See <https://www.chafee.csac.ca.gov>

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TYPES OF AWARDS

Board of Governors Fee Waiver (BOGFW) – A fee waiver for California residents that covers enrollment fees for the school aid year. The BOGFW appears as a dollar amount on your Award Letter. Since it is a fee waiver, funds are not disbursed to the student but they are applied towards your registration fees. The BOGFW is a state funded program and is only available to California residents.

Federal Work Study (FWS) – A federally funded on-campus employment program for eligible students. Students earn work-study funds through employment. Students interested in the Work-Study program must check the appropriate box on the FAFSA application. This limited fund is awarded to the neediest students who apply by the priority deadline until funds are exhausted.

Please note, the Award Letter states eligibility for all grant funds based on full-time enrollment (12 units or more each semester) for the year. If you are enrolled less than full-time, your award will be prorated.

Your Award Letter explains this and other information in detail. ***Please read it thoroughly.***

HOW YOUR FEDERAL FUNDS WILL BE DISBURSED

When will you receive your Financial Aid Check?

Financial Aid funds are disbursed in four payments—two in the Fall and two in the Spring. Your first disbursement will be mailed to your mailing address during the **first** week of school based on your enrollment level at the time. Four weeks after the first disbursement, after units are locked in by the Financial Aid Office, you will be mailed your **second** and final disbursement for the semester. The final disbursement will be an adjusted amount according to your “locked in” units. Students awarded after the second disbursement date will receive one check for the entire semester.

Summer Pell – For those students who have remaining eligibility from the preceding fall or spring semesters and enroll in summer classes may be eligible for their remaining Pell Grant. The Financial Aid Office will notify eligible students.

Prior Year Charges and Institutional Charges

Students who receive financial aid and have outstanding fees will have these charges deducted from their financial aid check. By initialing the Information Sheet form you authorize the District to deduct these fees from your account.

LOCKED IN UNITS

What are Locked in Units?

“Locked in units” are a snap shot of the student’s total enrolled units at the time the financial aid office freezes enrollment level each semester.

Before the second check is issued, the financial aid office will run a process called “enrollment freeze” which will adjust the disbursement according to the locked in units.

Any changes made after units are locked in will need to be authorized by the financial aid office.

RETURN OF TITLE IV

Return of Title IV is the section of the Department of Educational Code that permits federal funds to be issued to financially needy students (34 CFR 668). Students who receive federal financial aid and ***withdraw*** from ***ALL*** classes before completing more than 60% of the semester, will be required to return a portion of their unearned financial aid to the federal government. It is the student's responsibility to notify the Financial Aid Office of their withdraw date. Students must process withdrawals through WebSMART to avoid being issued failing grades. Both Pell and FSEOG (Federal Supplemental Educational Opportunity Grant) are calculated for the Return of Title IV.

The Financial Aid Office will notify the student by mail of the portion they must pay back to the college and the United States Department of Education (USDOE). If the student does not respond within 45 days, the Financial Aid Office must report the student to the USDOE Collection Agency and the National Student Loan Data Service (NSLDS).

Students who do not pay back their USDOE Federal debt will have a **National Hold** placed on their record by the Department of Education and will be ineligible for future financial aid from any institution.

OVERPAYMENTS

Students who receive their first financial aid check at a half-time or higher level (6.0 or more units) and then drop to a less than half-time level (5.5 or less) before their second check is disbursed will be in **overpayment** status. Students will be notified by mail of their overpayment amount and have 30 days to respond from the date of the notification letter. The student must make satisfactory repayment arrangements with the Cañada College Financial Aid Office. If the student fails to respond within **30 days** of the date of the notification letter, the College is required to report the student's overpayment debt to the USDOE Collection Agency and NSLDS. Your financial aid eligibility will be discontinued.

Students who do not pay back their USDOE Federal debt will have a National Hold placed on their record by the Department of Education and will be ineligible for future financial aid from any institution.

IMPORTANT DATES

FAFSA

Submit 2009-2010 FAFSA by **March 2, 2009** or **September 2, 2009** (Community College attendees) for Cal Grants consideration. Submit 2010-2011 FAFSA after January 1, 2010 and on or before March 2, 2010.

Cal Grants

Submit 2009-2010 GPA verification by **March 2, 2010 (deadline passed)**. Those students within our District who have 24 accredited units leading towards coursework of study will have a GPA electronically sent. Students that have at least 16 and less than 24 accredited units will have a re-established GPA verification sent electronically by Cañada College. Students who have less than 16 units will need to have their high school send GPA verification. Students using units earned at an accredited college outside our district must have official transcripts sent to the Cañada College Admissions and Records Office to have a manual calculation of their GPA processed. Transcripts and requests for manual GPA calculations require at least two-weeks processing time.

September 2, 2009 – Cal Grant for Community College students only. Cañada College will electronically send your GPA Verification if you meet the above criteria.

Scholarships

The 2009-2010 Cañada Scholarship deadline has passed. Applications for 2010-2011 be available January 2, 2010. Visit Financial Aid Office and Counseling Center for outside scholarship information throughout the year.

WebSMART

WebSMART – Website: <https://websmart.smccd.edu>

WebSMART allows financial aid students to view financial aid information such as:

Award Letter

Award Payment Schedule

Academic Progress

Account Summary by Term

We realize this is a lot of information to absorb. Please feel free to print out a copy of the Orientation and refer to it as necessary.