

## ***Conditions of Award and Distribution of Funds – 2011-12***

### **Save your Financial Aid Notification Letter!**

This is the only notification of award you will receive. If you do not plan to attend this college, please notify our office immediately.

This offer is generated from the information reported on your Free Application for Federal Student Aid. All awards are based full-time enrollment (12 or more credits) and will be adjusted if you register for less than 12 credits. If you register for 9-11 credits, you will receive three quarters ( $\frac{3}{4}$ ) of your award; 6-8 credits, half ( $\frac{1}{2}$ ) of your award. Students enrolling in less than 6 credits may be eligible for a minimal amount of funding and should check with our office. If you register in **less than 12 credits**, you must contact the Financial Aid Office. If you change your enrollment level before the **Census Date**, your financial aid will be adjusted up or down. If your aid has already been disbursed and/or a check issued, you may owe a repayment to the financial aid program or the school.

### **Census Dates**

Fall Qtr 2011 - Sept 30, 2011

Winter Qtr 2012 - Jan 9, 2012

Spring Qtr 2012 - April 6, 2012

**Registration:** If your Financial Aid Notification contains sufficient grant funds to pay your tuition and fees, they will be automatically paid from your financial aid award. **If your financial aid award is not sufficient to cover the balance of your tuition and fees, you must pay the balance by the published quarterly tuition due date.** Work-study awards cannot pay tuition and fees.

**Books, supplies and parking permits cannot be charged to your financial aid award.** You are responsible to pay for them, please plan ahead.

**Summer:** Summer financial aid is limited and reserved for students who: 1) are required to attend because of their program of study; 2) have not used their full time Pell Grant for Fall, Winter and Spring; or 3) must attend to graduate. A supplemental application for summer aid is available in early April.

**Check Disbursement:** The remainder of your award will be paid to you by check beginning on the second day of the quarter, assuming that you have not **changed** your enrollment status in the previous **ten working days**. An attendance form must be completed by you and signed by all of your instructors no more than **three days** of receiving your check. You must have photo ID to pick up your check. Attendance forms are available from the Financial Aid Office on the first day of the quarter. Bring the completed attendance form to the Financial Aid Office. You will then receive a check release form that you must give to the cashier to receive your check. **No aid checks will be released without completing this form.** In some instances there may be holds on your student account. All holds must be cleared up prior to receiving your check. All unclaimed checks for Fall, Winter, and Spring Quarters will be cancelled after 20 days for non pick-up.

**Enrollment:** You must be enrolled and pursuing an approved college degree or certificate (with a degree option) offered by SSCC that is at least six months, two quarters or more in length to be eligible for financial aid funds. Check with our office for a list of eligible programs. Short-term Training, ABE, Running Start, Career Link, Upward Bound, Talent Search and High School Completion classes are not eligible for financial aid.

If you are not planning to attend all the quarters you have been awarded, please contact the Financial Aid Office. **Failure to do**

**so may result in your aid being cancelled for the year.** Reinstatement will depend on availability of funds.

**Withdrawal:** Students who withdraw before completing more than 60% of the quarter may have to repay part of the federal or state aid received. In addition students who withdraw or stop attending may be required to pay all or part of their tuition and fees. This process is referred to as the Return of Title IV Funds policy. A detailed explanation of this policy is available in the Financial Aid Office.

**Withdrawal after the following dates will not require a repayment.**

|                     |               |
|---------------------|---------------|
| Fall Quarter 2011   | Nov. 13, 2011 |
| Winter Quarter 2012 | Feb. 19, 2012 |
| Spring Quarter 2012 | May 17, 2012  |

**Grants:** Grant programs include Federal Pell Grant, Federal Supplemental Opportunity Grant, Washington State Need Grant, Tuition Waiver and South Seattle Community College Grant.

**Work-Study:** Federal Work Study, Federal Community Service and State Work Study are part-time jobs. Your award indicates the maximum amount you are eligible to earn; **it does not guarantee you will earn this amount or guarantee you a job.** When hired, students report hours worked and are paid twice a month. No student is eligible for unemployment compensation at the end of a student job. Students **cannot** work more than 19 hours a week.

**Loans:** South Seattle Community College **does not** participate in any of the federal student loan programs. Information on non-subsidized alternative/private loans is available in the Financial Aid Office.

The following table lists the complete names of all Washington Opportunity Pathway/financial aid programs. Your Washington Opportunity Pathway/Financial Aid Notification lists the abbreviated name only.

| Abbreviated Name | Full Name  | Source of Funds |
|------------------|--|-----------------|
| Pell             | Federal Pell Grant                               | Federal         |
| SEOG             | Federal Supplemental Education Opportunity Grant | Federal         |
| SSCCG            | South Seattle Community College Grant            | College         |
| TW               | Tuition Waiver                                   | College         |
| SNG              | State Need Grant                                 | State           |
| EOG              | Educational Opportunity Grant                    | State           |
| SCHOL            | Scholarships                                     | Private Donor   |
| FWS              | Federal Work Study                               | Federal         |
| FCSWS            | Federal Community Service Work Study             | Federal         |
| SWS              | State Work Study                                 | State           |
| SSCC WK          | South Seattle Community College Work Study       | College         |

If FWS, CSL, SWS or SSCCWK is included on your financial aid notification, and you want a work-study job, you must attend an orientation/job referral session. **Call (206) 934-6742 to reserve your space.** Sessions are limited to 25 students each. Location to be announced.