

FINANCIAL AID GUIDE

Fall 2011 through Summer 2012 • (206) 934-5317

Eligibility Requirements

To receive financial aid students must meet the following requirements:

- ◆ Be a United States citizen or an eligible non-citizen
- ◆ Be working toward an eligible degree or certificate
- ◆ Be making satisfactory academic progress
- ◆ Have a high school diploma, GED, pass a designated test or complete academic classes
- ◆ Be registered with Selective Service (Male students 18 and over)
- ◆ Submit an application and have financial need as determined by the Financial Aid Office
- ◆ Not owe a repayment on a grant or be in default on a federal educational loan.

The Financial Aid Office and students must follow regulations set by the Federal and Washington State governments. The college also follows strict guidelines in awarding financial aid. Aid will not be awarded until all required forms are **accurately completed and received**. Any conflicting information on your application must be resolved before aid will be awarded. **Applying for aid usually takes two to three months to complete and in some cases it may take longer. Please plan ahead.**

Steps To Complete Financial Aid Process

1. Complete the Free Application For Federal Student Aid (FAFSA).

**South Seattle's Title IV
Code is 009706**

You may apply electronically at www.fafsa.ed.gov. It is recommended that you wait to complete the FAFSA until you and your parents (if required)

have filed your 2010 federal income tax return. Your application must be signed using your PIN or the signature sheet must be mailed to the processor. You can request a PIN by logging on to www.pin.ed.gov. You should keep a copy of the FAFSA and all documents used to complete the FAFSA.

All questions must be completed unless you are instructed to skip a question. Corrections will prolong the reviewing of your file, therefore be accurate when completing the form.

You will receive an Electronic Student Aid Report (ESAR) approximately 7-10 days after you apply electronically. Review the entire ESAR for accuracy. If corrections are required, you will need to return to the FAFSA website with your password and PIN to access your information and make corrections.

2. Once you receive your ESAR, print it out and read the comments. If you have questions about your comment codes, please come to the financial aid office for clarification. Complete the **Financial Aid Data Sheet and any other required forms**, and return them to the Financial Aid Office along with your printed ESAR.
3. If the ESAR indicates that you have been selected for verification you must complete a **Verification Worksheet**, attach the required (signed) tax forms and submit them to the Financial Aid Office.
4. Submit an official transcript evaluation to the Financial Aid Office. **An official transcript evaluation is required for all colleges previously attended including foreign schools.** You must request official copies of all previous college transcripts to be

sent directly to yourself (except for Seattle Central and North Seattle Community Colleges), bring the transcripts in the original sealed envelope to the Financial Aid Office, and complete an *Incoming Academic Transcript Evaluation Request* form.

It is the student's responsibility to turn in a copy of the official credit evaluation to the Financial Aid Office.

Awarding Cycle Dates

Completed applications are evaluated on a first-come, first-served basis in the awarding cycles listed below. Students who complete the application process by the awarding cycle date are assured notification of financial aid eligibility by the first day of class. To meet these deadlines you must submit an accurate FAFSA to the processor at least 12 weeks before the deadline. Also, all additional required documents must be completed accurately, signed and submitted to the financial aid office by the deadline date. Applications completed after the awarding cycle dates will be reviewed as time permits.

Fall Quarter	April 28, 2011
Winter Quarter	October 11, 2011
Spring Quarter	January 19, 2012
Summer Quarter	February 16, 2012

If you are currently receiving aid and wish to receive summer funds contact the financial aid office during winter quarter.

Late applicants must plan to pay for tuition, fees, and books from their own funds. Tuition will be refunded or a financial aid check will be issued for late applicants once **eligibility for financial aid funds has been determined.**

Cost of attendance

The following student budgets are **ESTIMATED EXPENSES** for a nine-month award year, or three (3) quarters. Documented costs related to students with special needs may be submitted for consideration and budget adjustment. These adjustments may or may not increase a financial aid award. Funding for these costs are limited.

	<u>Living with Parents</u>	<u>Living in an apartment</u>	<u>BAS Living w/parent</u>	<u>BAS in apartment</u>
Tuition and fees estimate	\$4031	\$4031	\$7175	\$7175
Books and Supplies	972	972	972	972
Room and Board	7014	9000	7014	9000
Transportation	1488	1224	1488	1224
Personal Expenses	1830	1704	1830	1704
Totals	\$15,335	\$16,931	\$18,479	\$20,075

Document Copies

The Financial Aid Office cannot make photocopies for you. Bring copies of required or requested documents that can be retained by the Financial Aid Office.

Financial Aid Programs

South Seattle Community College does not participate in the Federal Stafford Loan or PLUS Programs.

Your completed application will be reviewed for the following financial aid programs offered through South Seattle Community College.

Federal Programs: Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Federal Work Study (FWS), Federal Community Service Learning (FCSL).

State Programs: State Need Grant (SNG), State Work Study (SWS).

College Programs: South Seattle Community College Grant (SSCCG), Tuition Waiver (TW).

Students with a Bachelor's Degree (or higher) are only eligible for college programs.

Family Contribution

Congress mandates the process used to determine how much the student and his/her family can contribute toward the student's costs. Expected Family Contribution (EFC) is determined by the information reported on the FAFSA. We use the following formula to determine your eligibility: Cost of Attendance – EFC = Financial Aid Need.

Enrollment Status

All students are awarded based on full-time enrollment. If you enroll for less than full-time, you must notify the Financial Aid Office prior to the start of the quarter.

Your aid will be adjusted according to your enrollment level on the census date based on the enrollment status requirements below:

Full time	12+ credits
Three quarter time	9-11 credits
Half time	6-8 credits
Less than half time	1-5 credits

Census Dates

Fall Qtr 2011	Sept 30, 2011
Winter Qtr 2012	Jan 9, 2012
Spring Qtr 2012	April 6, 2012

Notification of Award

When an award is made, students are mailed a Financial Aid Notification, which indicates the financial aid program(s) awarded and the amount of the award by quarter. Students should read this notification as well as the Conditions of Award. A signed copy is not required. Students determined ineligible will be notified in writing.

Transfer Students

An official credit evaluation is required for all colleges previously attended. It is the student's responsibility to submit the official evaluation to the Financial Aid Office. Financial Aid is not transferable from one college to the next. You must

contact the school you are transferring to and inquire about their application process.

Remedial Courses Requirement

Only forty-five (45) credits are allowed for remedial courses necessary to enter classes in the student's program of study.

Students must be enrolled in an eligible Financial Aid program leading to a degree or certificate at South Seattle Community College. Please contact the Financial Aid Office if you want to confirm a program is financial aid eligible.

Return of Title IV Aid

Financial Aid recipients who withdraw from school or stop attending classes may be required to repay all or part of the financial aid they received. Recipients may also be required to pay back, to the college, all or a portion of tuition charges.

Students who attend more than 60 percent of the quarter are considered to have earned 100 percent of the federal or state aid received.

Contact the Financial Aid Office for more information on Return of Title IV funds.

Withdrawal after the following dates will not require a repayment:

Fall Qtr 2011	Nov 13, 2011
Winter Qtr 2012	Feb 19, 2012
Spring Qtr 2012	May 17, 2012
Summer Qtr 2012	July 27, 2012

South Seattle Community College does not discriminate against individuals on the basis of race, color, creed, national origin, sex, disability, age, religion, honorably discharged veteran or military status, or sexual orientation.

Information in this publication is subject to change without notice. Please contact the Financial Aid Office if you have any questions.