

Grayson County College

2003-2004 Financial Aid

Application Guide and Instructions

To be considered for Financial Aid the following general eligibility must be met:

- 1) *Admitted and enrolled in a degree or certificate program.*
- 2) *Admissions must have a copy of your high school transcript, GED, Wonderlic Scores and college transcript(s) before your Financial Aid will be complete.*
- 3) *Enrolled in at least 6 hours for most Financial Aid programs.*
- 4) *Maintain Satisfactory Academic Progress.*
- 5) *Be either a U.S. citizen or eligible non-citizen.*
- 6) *Registered with Selective Service if you are male.*
- 7) *Not owe a refund on a Federal grant or be in default on a Federal educational loan.*

Before your application for Federal Assistance can be processed by the Office of Financial Aid, you must submit the following forms to the GCC Office of Financial Aid

- Complete and mail (to Federal Student Aid Programs) the Free Application for Federal Student Aid (FAFSA) OR you may apply over the internet at www.fafsa.ed.gov . **GCC's school code, to be used in Step Six, is 003570.** Submit your Student Aid Report (Yellow Sheets) to the Office of Financial Aid if you *did not* list GCC.
- Grayson County College Application for Financial Aid (attached).
- Approximately 30% of applicants are selected for review in a process called verification.
If your Student Aid Report is selected for verification, we must have:
 - **A signed copy of your 2002 Federal Tax Return & W-2's and a copy of parent's 2002 Federal Tax Return & W-2's if student is dependent.**
 - **Verification Worksheet (available in the Office of Financial Aid).**
- Any documentation requested by the Office of Financial Aid to verify the information you report.

Additional Information

- Approximately 2-4 weeks after receiving the above applications (including the FAFSA results), the Office of Financial Aid will send you an award letter detailing your eligibility for Federal, State and GCC aid. You may also access your registration, account status and financial aid information using Campus Connect. You may access Campus Connect through GCC's website at www.grayson.edu.
- To ensure availability to charge tuition, fees, books and housing, all of the above items must be completed by **June 1, for Fall, - October 1, for Spring and April 1, for Summer.**
- GCC students must maintain a 2.0 cumulative grade point average and may receive aid for only the first 97 hours of attempted college credit. In addition, you may only receive aid for the first 30 developmental hours taken.
- Students enrolled in solely developmental hours are not eligible for Title IV Funds.

**GRAYSON COUNTY COLLEGE
SATISFACTORY PROGRESS
EFFECTIVE 12/12/94 (Revised 11/04/2000)**

Students who receive federal and /or state funds administered by the Grayson County College Office of Financial Aid must continually demonstrate satisfactory progress in order to remain eligible to receive financial aid.

SATISFACTORY PROGRESS

At Grayson County College there are three standards for satisfactory progress:

- 1. Cumulative Grade Point average (GPA) ; 2. Successful Completion of Courses; 3. Time frame.*

All the standards must be met for satisfactory progress to be maintained.

If a student is applying for federal assistance Satisfactory Progress will be analyzed and determined even for periods of enrollment that federal assistance was not received.

1. GRADE POINT AVERAGE: Students enrolled in college-level course work must maintain a cumulative GPA of at least 2.0. Grades of A, B, C, D, and F contribute toward the cumulative GPA. Grades of P, S, and I do not. Developmental courses do not produce a GPA. Students who are enrolled solely in developmental classes will not receive Title IV assistance. Federal regulations allow students to enroll in classes in their degree plan with a limited amount of developmental course-work. However, students cannot receive Title IV assistance for more than 30 semester hours of developmental classes. Students who do not have a Grayson County College academic history (first time college enrollment or incoming transfer students) will be assumed to be making satisfactory progress at the time of first enrollment at Grayson County College. Students who have 60 credit hours or more, which includes transfer hours and hours earned at Grayson County College, must have a cumulative GPA of 2.0 or will be considered on automatic suspension.

2. COMPLETION OF COURSES: Students enrolled full-time (12 hours or more) must complete a minimum of 9 hours for the semester/18 hours for the nine-month school year. Students enrolled three-quarter time (9-11 hours) or half time (6-8 hours) must complete a minimum of 6 hours for the semester/12 hours for the nine-month school year. Students enrolled in less than half time (1-5 hours) must complete all hours for the semester/all hours for the nine-month school year. This includes both developmental and college level course work. Summer is not considered as a part of SAP. This is a time when students may regain their eligibility.

Withdrawals, drops, repeated, and developmental courses are counted toward the total hours attempted each semester.

3. TIME FRAME: Students pursuing a two-year program of study (Associate Degree) may not receive financial aid for more than 97 attempted semester hours. Students pursuing a one-year program of study (certificate) may not receive financial aid for more than 45 attempted semester hours. Students who exceed the time frame semester-hour limit will no longer be eligible for financial aid. Developmental courses do not count toward the 97 or 45 hour limitation.

FAILURE TO MAINTAIN SATISFACTORY PROGRESS

Failure to maintain satisfactory progress will result in Financial Aid Suspension.

FINANCIAL AID SUSPENSION: Financial Aid Suspension occurs when the cumulative grade point average is less than 2.0 for two consecutive semesters and/or the required number of hours have not been completed for two consecutive semesters. Students will not receive financial aid while on Financial Aid Suspension. Students on Financial Aid Suspension may continue to enroll at Grayson County College at their own expense. However to regain eligibility for financial aid, students must complete no less than six hours within a semester with a 2.0 cumulative GPA and meet Satisfactory Academic Progress requirements. **STUDENTS ARE RESPONSIBLE FOR NOTIFYING THE OFFICE OF FINANCIAL AID WHEN THEY BELIEVE THEY HAVE REGAINED ELIGIBILITY FOR TITLE IV ASSISTANCE.**

Note: Students who exceed the time frame limitations (97 hours for Associate Degree candidates and 45 hours for Certificate candidates) will automatically be placed on Financial Aid Suspension and will no longer be eligible to receive financial aid unless a 97 Hour Appeal is submitted and approved.

MONITORING

*Academic progress is determined by the number of hours that must be completed each **academic year** (fall/spring), based on the number of hours enrolled per semester by the student. If a student does not make satisfactory progress, they will be placed on suspension. At the time of verifying the student's file, the Office of Financial Aid will evaluate the student's file based upon the **preceding academic year**.*

APPEAL PROCEDURE *Students placed on Financial Aid Suspension due to lack of satisfactory progress may appeal the denial of financial aid. The appeal must be submitted in writing to the Director of Financial Aid. Conditions that may serve as grounds for an appeal are: (a.) extenuating circumstances that contributed to the unsatisfactory progress; (b.) change of major course of study caused the student to exceed the maximum time frame.*

The Director of Financial Aid has the ability to approve or disapprove a student's first appeal. Anyone appealing more than once will have their appeal sent to a committee to make the decision. The Director of Financial Aid will notify students in writing of the results of the hearing.

Students who have appealed and been approved must complete the number of hours approved for the semester with a current 2.0 GPA. The student's transcript will be evaluated for the semester which the appeal was originally approved.

A Student whose appeal is denied may submit a second-level written appeal to the Executive Vice President. The second-level appeal should be submitted to the Director of Financial Aid who will, in turn, submit it to the Executive Vice President. The Executive Vice President's decision will be final and will be reported to the student in writing.

Grayson County College

2003-2004 Application for Financial Aid
For enrollment during Fall 2003 - Summer 2004

Your financial aid will not be complete until you are fully admitted to Grayson County College

STUDENT INFORMATION:

SS#: _____

Name: _____

Date of Birth: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone #: (____) _____ Alternate Phone #: (____) _____ E-Mail Address: _____

Where will you live while enrolled at Grayson County College? On Campus Off Campus W/Parents
I am (please ck.) single married separated and with children in my home

While enrolled at Grayson County College will you have childcare expenses for children under the age of 12? Yes No

If yes, your childcare expenses will be paid by: (please select one of the following)

Myself C.C.M.S. Other: _____

ACADEMIC INFORMATION:

Do you have a Bachelor's Degree? Yes No Have you completed 30 semester hours as of today? Yes No

Do you plan to obtain a: Certificate Associate Degree Transfer Requirements

When do you anticipate graduating from GCC? Month: _____ Year: _____

During the 2003-2004 school year, I will be enrolled in (# of hours):

Fall 2003 _____, Spring 2004 _____, Summer I 2004 _____, Summer II 2004 _____

On what basis are you being admitted to Grayson County College? *(please check one)*

High School Graduate from _____, City/State _____ Year _____

G. E. D. Year _____

Individual Approval - - Wonderlic taken at? _____ Date taken? _____

Returning Student - - First semester enrolled at GCC? _____

Transfer Student - - How many credit hours are you transferring to Grayson County College? _____

Please list college/university(s) attended? _____

FEDERAL AID APPLYING FOR:

Have you completed the 2003-2004 Free Application for Federal Student Aid (FAFSA)? Yes No
(We are not able to process any TITLE IV Aid on your behalf until we have your FAFSA results in our office.)

Are you interested in a Federal Stafford Loan? Yes (If yes, an additional application is required) No

Are you interested in College Work-Study? Yes (If yes, an additional application is required) No

Are you currently a College Work-Study student at GCC? Yes No

If yes, in which department are you employed? _____

Are you currently receiving or do you expect to receive any of the following during the 2003-2004 school year?

Texas Rehab / JTPA Yes No If yes amount _____

Veterans Benefits Yes No If yes Chapter and amount _____

Scholarship(s) Yes No If yes name and amount _____

(over please)

PREVIOUS AID RECEIVED:

Have you received a Pell Grant or Title IV Aid at another institution during the 2003-2004 school year?

Yes : If yes where: _____ No

Have you ever received a Federal Stafford Student Loan? Yes No

Are you currently in Default on a Student Loan? Yes No

Are you a mid-year transfer student? Yes No

OPTIONAL SCHOLARSHIP REQUEST:

The State of Texas and the GCC – Office of Financial Aid have scholarship & grant funds available for *Texas residents*. If you graduated from high school under the **Recommended or Distinguished Achievement program**, please provide an official high school transcript to the Admissions Office for consideration of these funds.

Note: GCC departments/offices award scholarship funds to eligible students and require a scholarship application(s) be completed. Please contact the Office of Financial Aid for information regarding scholarship applications, or access the GCC Fin-Aid Web page at <http://www.grayson.edu/admin/stuserv/finaid/finaid.htm> for scholarship information

GRANT CHARGE AUTHORIZATION:

Federal regulations allow GCC to deduct institutional charges from Federal and State Grants provided you authorize the deduction. If you would like to authorize GCC to deduct books, supplies, parking fee and any other institutional charges to your grant(s), check yes below;

Yes **or** No, I do not authorize institutional charges

Students may submit a New Grant Authorization Form to the Office of Financial Aid to revise Charge Authorizations.

Note: Unless you answer yes, you will not be allowed to charge your books and/or supplies at GCC's Bookstore

SIGNATURE:

GCC has the responsibility to inform you that your Stafford Subsidized, Unsubsidized and/or PLUS loan(s) will be disbursed by electronic funds transfer (EFT) to Grayson County College from the lender. You have the right to cancel all or a portion of the loan and have the proceeds returned to the lender.

If you wish to cancel all or a portion of your awarded loan(s) you must notify the financial aid office 10 days prior to the disbursement date in writing. Please include your name and social security number as well as the loan amount(s) you want to cancel.

When the funds have been received from the lender by EFT, your student account will be credited and a refund check will be available in the GCC's Business Office. Disbursement dates are determined each award year. Please access the Financial Aid Home Page for disbursement dates at www.grayson.edu.

By signing this application, I certify that I have reported complete and accurate information, and have read and understand the enclosed Satisfactory Academic Progress Policy for Grayson County College.

Warning: If you purposely give false or misleading information, you may be fined \$20,000.00, sent to prison or both.

Student's Signature

Date

**Grayson County College
Office of Financial Aid
6101 Grayson Drive, Denison, TX 75020
903)463-8794 * (903)463-3908 Fax**