Satisfactory Academic Progress Policy / Financial Aid Terms of Agreement

By accepting Financial Aid funds, you are stating that you have read, understand and will comply with the following Financial Aid Terms of Agreement and Satisfactory Academic Progress policies.

1. I am not in default on any Title IV educational loans made to attend any college and do not owe an overpayment on any Title IV grant to any college.

2. I cannot receive financial aid payment at more than one (1) post-secondary institution for the same period of enrollment. Further, I cannot receive financial aid payment that exceeds the maximum annual award.

3. I must be enrolled in an eligible program leading to a degree (A.A. /A.S.), transfer or certificate to be eligible for financial aid.

4. I must have a high school diploma or a GED.

5. My financial aid payments will be adjusted based on my enrollment status at the time each payment is processed.

6. I understand that if my enrollment drops below six (6) units after receiving my first Pell Grant payment, I may owe all or a portion of my first Pell Grant payment back to the institution and/or to the U.S. Department of Education.

7. I understand that there will be no payment adjustments after the final payment has been processed for each semester. Dates are as follows: October 13, 2014 for Fall 2014 and March 9, 2015 for Spring 2015.

8. I must be enrolled in eligible classes by August 18, 2014 to receive the August 22, 2014 payment.

9. I must be enrolled in eligible classes by January 12, 2015 to receive the January 16, 2015 payment.

10. I cannot receive financial aid payment for any units completed as a result of Credit by Examination.

11. I can only receive financial aid payment once for repeating a previously taken course.

12. I understand I cannot receive payment for a Waitlist course until I am officially enrolled in the course.

13. I understand that correspondence from the Office of Financial Aid will be emailed to my college assigned email address or mailed to the mailing address on file with the Admissions and Records Office. All changes in name and/or address must be reported directly to the Admissions and Records Office.

14. I understand that the amount of financial aid I receive is directly related to the cost of attending college and that my financial aid funds must be used FIRST to pay charges for expenses incurred. I understand that I have the option to request my Cal Grant be excluded from payment of these charges, and to do so, I must contact the Office of Financial Aid. I further understand that I am responsible for all outstanding charges.

15. I understand that if I completely withdraw from classes, I may be subject to repayment of funds received from all Title IV programs. I further understand that I will lose eligibility for future financial aid if I do not repay the funds.

16. I understand that if I fail to receive a passing grade for at least one course during a semester that I officially attended, I may owe funds back to the college and/or U.S. Department of Education.

17. In the event of financial aid overpayment, regardless of the cause, I must repay the funds. This includes students who received financial aid funds and are later determined to be ineligible.

18. I understand The Office of Financial Aid reserves the right to revise my Financial Aid award during any time of the year if there are changes to my financial aid eligibility.
19. Effective July 1, 2012, new federal regulations limits the receipt of a Federal Pell Grant to a lifetime limit of up to 6 years or 12 full-time semesters (600%) or until a Bachelor’s Degree is earned, whichever comes first.

I understand when I have reached 600% in Federal Pell Grant funds, I will no longer be eligible for a Federal Pell Grant. I understand this limit will be monitored by the U.S. Department of Education and I can check my status by logging into: www.nslds.ed.gov.

20. I understand it is my responsibility to visit my college website for financial aid announcements, updates, and to check the status of my financial aid.

21. I understand to obtain my financial aid funds I must activate my U.S. Bank OneCard and select my method of disbursement.

22. I understand the Financial Aid Terms of Agreement and Satisfactory Academic Progress Policies may change any time during the semester. In the event of changes, I will comply with all the new policies. I also understand changes will be posted on the college website.

23. I understand it is my responsibility to complete a designated program of study within the maximum time frame as specified in the Satisfactory Academic Progress Regulations.

24. I have read and understand the Satisfactory Academic Progress polices listed below. I further understand that failure to maintain Satisfactory Academic Progress may result in termination of future financial aid.

**Satisfactory Academic Progress Policies**

**NOTE:** All units attempted in the Kern Community College District (Bakersfield College, Cerro Coso College and Porterville College) will be used to determine satisfactory academic progress. All units from other institutions that are accepted for credit by KCCD will be used to determine satisfactory academic progress.

- **LENGTH OF ELIGIBILITY:** Federal regulations require colleges to establish a maximum time frame during which students are eligible to receive financial aid. KCCD has established a maximum time frame of **90 attempted units**. After exceeding the maximum time frame, students are no longer maintaining satisfactory academic progress. Therefore students are not eligible for financial aid whether or not financial aid was received.

- **GRADE POINT AVERAGE AND UNIT COMPLETION REQUIREMENT (GPA):** To maintain satisfactory academic progress and remain eligible for financial aid, students must maintain a minimum cumulative grade point average of 2.00. KCCD will review each student's academic progress at the time of determining eligibility and after each payment period. To maintain satisfactory academic progress, students must complete a total of 67% of the cumulative units attempted with a cumulative grade point average of 2.00 or better.

- **WARNING:** Students who fail to meet the unit and/or grade point average requirement will be placed on financial aid warning.
  - Students on warning who fail to bring their cumulative units and /or GPA up to satisfactory academic progress will be placed on financial aid suspension.

- **SUSPENSION:**
  - Students who have attempted 24 or more units and fail to complete at least 50% of the cumulative units attempted at any time during the academic year will be terminated from financial aid.
  - Students who have less than a 2.0 GPA after two academic years of attendance, regardless of the student’s enrollment status, will be terminated from financial aid. (Two academic years are defined as four semesters. Summer sessions are not included in this definition.)
  - Students who fail to meet the conditions of financial aid warning will be terminated from financial aid.

- **REINSTATEMENT:** Students who have not maintained satisfactory academic progress and have been terminated from financial aid may re-establish eligibility by successfully completing the unit completion requirement and/or raising the cumulative grade point average to a 2.00 during a semester or semesters without aid.

- **EXCEPTIONS:** Students who have extenuating circumstances may appeal for an exception to the Satisfactory Academic Progress Regulations. Appeals must be submitted in writing by the date indicated on the Appeal Form and must be accompanied by a counselor approved Student Educational Plan and documentation of the extenuating circumstances. Only one (1) appeal will be accepted per semester. Students granted an exception will be placed on probation, must meet satisfactory academic progress standards each term, and abide by the conditions determined by the Appeal Committee during the probationary semester. Not meeting the conditions of an approved appeal will result in suspension in the next term and probable denial of future appeals.

- **GRADE INTERPRETATION:** Students successfully complete a course by receiving a grade of A, B, C, D or P (Pass). A grade of F, NP (No Pass), I (Incomplete), W (Withdrawal) or RD (Report Delayed) does not count as a successfully completed course.

Failure to maintain Satisfactory Academic Progress or comply with the Terms of Agreement listed above, will result in cancellation of my financial aid payments.