



KISHWAUKEE COLLEGE FINANCIAL AID ELIGIBILITY AND ACADEMIC PROGRESS REQUIREMENTS (SAP)

Please **READ BOTH SIDES, SIGN BACK and RETURN TO THE FINANCIAL AID OFFICE, KISHWAUKEE COLLEGE, MALTA IL.**

SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

Students who receive federal, state, and college financial aid must maintain satisfactory academic progress. Financial Aid includes Pell Grant, IL Monetary Award (MAP), IL Incentive for Access (IIA), Federal Supplemental Educational Opportunity Grant, Federal Work-Study, Stafford Loan, and/or Parent Loan for Undergraduate Students (PLUS). Complete details are listed below.

COURSE COMPLETION REQUIRMENTS

Each term students must successfully complete 66% of ALL hours ATTEMPTED at Kishwaukee College. Grades of A, B, C, D, P, S are considered successful completions. Audit courses are not included. Grades of U, F, NC (No Credit), I (Incomplete), W (Withdrawal) are not considered successful completion grades. WITHDRAWALS are counted as courses ATTEMPTED.

GRADEPOINT AVERAGE REQUIREMENT

Students must maintain academic Financial Aid Good Standing or Probation Status to continue to receive financial aid at Kishwaukee College. Students on Academic Probation are also considered to be on Financial Aid Probation.

| <u>Hours Attempted Requirement</u> | <u>PROBATION GPA Requirement</u> | <u>GOOD STANDING GPA Requirement</u> |
|------------------------------------|----------------------------------|--------------------------------------|
| 1 – 11.99 | .750 – .999 | 1.000 – 4.000 |
| 12 – 20 | 1.000 – 1.749 | 1.750 – 4.000 |
| 20+ | 1.750 – 1.999 | 2.000 – 4.000 |

For financial aid purposes, the GPA is calculated using ALL Kishwaukee College 100 and 200 level credit courses attempted and all MAT 095, 096, 097, 098 and all ENG 095, 096, 097, 098 classes.

PROGRESS TOWARD DEGREE REQUIREMENT

All students must successfully complete 66% of all hours attempted at Kishwaukee College, including terms when financial aid was not received.

Students applying for financial aid for the first time or after a period of non-receipt of financial aid, must have earned an ALL Kishwaukee College GPA that is in the PROBATION OR GOOD STANDING category and must have successfully completed 66% of all courses attempted at Kishwaukee College.

FINANCIAL AID PROBATION

If a student's GPA is in the financial aid PROBATION STATUS and the cumulative course completion rate is less than 66%, the student will be allowed to continue to receive financial aid on FINANCIAL AID PROBATION. During the FINANCIAL AID PROBATION TERM, the student must earn a term GPA of 2.00 or better and successfully complete 66% of the hours attempted that term.

MAXIMUM TIME REQUIREMENT

Students will not be allowed to receive financial aid after 100 semester hours have been attempted at Kishwaukee College. All enrollments at Kishwaukee College are considered even if no financial aid was previously received. Developmental classes in Math and English are not included in the 100 semester hour maximum time frame requirement. Transfer credit from all other institutions that applies to the degree or program objective at Kishwaukee College will be applied to the maximum time allowed to earn a degree. A maximum of 49 semester hours of transfer credit will be counted in the 100 semester hour maximum time frame.

ATTENDANCE

Students receiving financial aid must be actively pursuing their coursework before financial aid awards are disbursed. Active pursuit includes regular classroom attendance, completion of assignments, homework, tests, and quizzes.

REVIEW

Students' grades are reviewed at the end of each term. Notices of ineligibility are mailed after grades have been posted.

APPEALS

Extenuating circumstances that cause unsatisfactory progress which can be fully documented will be reviewed. Written appeals with appropriate documentation are to be directed to the Coordinator of Financial Aid. All appeals and verification must be received within the first three weeks of the subsequent semester. Appeals are to be written by the student. Approved appeals will not usually extend the maximum time frame of 100 semester hours attempted at Kishwaukee College.

REINSTATEMENT

Students can receive financial aid again at Kishwaukee College when financial aid ACADEMIC GOOD STANDING and/or completion of 66% of all attempted hours has been attained.

To be eligible for federal, state, and college awarded financial aid, a student must be:

- A. **REGULAR STUDENT**
 - 1. Hold a high school diploma, or:
 - 2. Earned an equivalent diploma (GED)
 - 3. Cannot be enrolled in high school
 - 4. Taking classes that apply toward a degree or certificate of more than 16 semester hours that can be earned at Kishwaukee College (i.e., A.A., A.S., A.A.S.)
- B. **CITIZEN**
 - 1. Citizen or national of the United States
 - 2. Permanent resident (form I-151 or I-155)
 - 3. Eligible noncitizen with refugee status
- C. **HALF-TIME**
 - 1. Enrolled and actively pursuing at least half-time (6 semester hours for Fall or Spring semesters; 3 semester hours for summer)
 - 2. Some Pell Grant and MAP Grant recipients may enroll as less than half-time students. Check with the Financial Aid Office.
 - 3. Audits, non-credit courses, Community Education Services classes, proficiency credit, and CLEP credit are NOT included when determining enrollment status for financial aid recipients.
 - 4. Financial Aid for NUR 100 is restricted to students in the AA/AS degree program. Students in other degree or certificate programs cannot receive financial aid to pay for NUR 100.
 - 5. Only 100 or 200 –level credit courses, or credit courses below-100-level in English or Mathematics, are used to determine enrollment status.
- D. **DEFAULT/REPAYMENT**
 - 1. Cannot be in default on payments for student loans (NDSL, Perkins, Direct, Stafford Student Loan, PLUS)
 - 2. Cannot owe a refund on any federal or state grant to any school.

*****ATTENTION*****

FINANCIAL AID DISBURSALS

After tuition, fees, and bookstore charges are applied to students' financial aid awards, the balance is released to students in one disbursement check * made payable to the student which is mailed by the Business Office on a rolling basis based on application completion date and the start date of their classes. * Students who enroll in late starting classes will receive disbursements after the tuition refund period for the class (es).

Students must be enrolled for at least 6 semester hours to receive the check. Some Pell Grant recipients are eligible when enrolled for less than 6 semester hours.

CERTIFICATION AND AUTHORIZATION STATEMENT

All of the information on my financial aid application is true and complete to the best of my knowledge. If I am asked, I agree to give proof that my information is correct. This proof might include a copy of the 2009 U.S. Income Tax Form filed by me or my family. I understand that if I purposely give false or misleading information on my financial aid application, I may be subject to a \$20,000 fine, a prison sentence, or both.

I certify that I do not owe a refund on any grant or loan, am not in default on any loan, or have made satisfactory arrangements to repay any defaulted loan, and have not borrowed in excess of the loan limits, under Title IV programs, at any institution.

I will use all Title IV (Pell, FSEOG, FWS, Stafford Loan) money received only for expenses related to study at Kishwaukee College. I authorize Kishwaukee College to apply any Title IV financial aid toward payment of my tuition, fees, including KIPP fees, and college bookstore charges for the 2010-2011 school year and to release remaining funds to me on the date(s) indicated on the information sheet enclosed with my award letter.

Name _____

Student Signature _____

FINANCIAL AID POLICIES

BOOKSTORE CHARGES

Students can use Pell Grants, IIA, FSEOG, and/or Foundation awards to purchase books and supplies in the Kishwaukee College Bookstore. A copy of the student's current schedule/bill must be presented at the Bookstore when charging to financial aid awards. Students are responsible for keeping all sales receipts. Students who drop below half-time status by the end of the refund period cannot use financial aid to charge bookstore purchases. Should a student drop below half-time during the refund period, the student will owe all Bookstore charges previously paid by the financial aid award(s). Some students who have Pell Grants may use that award if enrolled less than half-time.

ENCUMBERED BILLS

Financial aid awards will be used to pay any outstanding bills first to Kishwaukee College. Payment is applied first to tuition and fee charges.

ENROLLMENT

Financial aid awards will be based on enrollment status at the end of the refund period of each semester.

DUAL ENROLLMENT
Financial aid is awarded to you from the school at which you are earning your degree. To receive financial aid at Kishwaukee College, you must enroll in classes that apply to a degree you can earn at this college. You cannot receive financial aid from two different schools during the same semester.

ILLINOIS STATE MONETARY AWARD (MAP)

MAP funds CANNOT pay for audit course costs, BID Center, non-credit courses, or Community Education Services classes. MAP funds also will not pay for bus, course fees, online fees, field trips, KIPP fees, or bookstore charges.

REMEDIAL/DEVELOPMENTAL COURSEWORK

Students can use financial aid if enrolled in developmental coursework in English or Mathematics. Financial Aid will pay for a maximum of 30 semester hours of remedial coursework.

REPEATS

Financial aid can be used to pay for repeated coursework according to the course repeat policy in the Kishwaukee College catalog.

WITHDRAWAL FROM SCHOOL
Financial aid recipients who withdraw from all classes before 60% of the term has elapsed may owe a repayment of the financial aid awards that were disbursed to them. Students will be notified when they owe funds. Most students who withdraw from all classes in a term will not be maintaining Satisfactory Academic Progress requirements and as a result will NOT be eligible for financial aid for the subsequent term. Repayment of all financial aid awards must be made before financial aid can be received again at any college or university.

SSN _____

Date _____