
2022-23 Financial Aid Rights and Responsibility Form

Student Name _____ Prairie State ID# _____

Phone _____ Email _____

Have you previously received aid at Prairie State College? _____ Yes _____ No

As a student at PSC, I have certain financial aid rights and responsibilities. My initials next to each statement indicates I have read and understand the following:

- _____ 1. 'Financial aid' includes state and federal funds including but not limited to: Monetary Award Program (MAP), Pell Grant, Supplemental Education Opportunity Grant (SEOG), Federal Direct Student Loans, military benefits, scholarships and Federal Work Study.
- _____ 2. **Not all classes or programs** are eligible for financial aid.
- _____ 3. In order to receive financial aid, I cannot owe a repayment on any federal or state financial aid program or be in **default** on a student loan.
- _____ 4. I cannot receive financial aid at two colleges/institutions during the same semester. Additionally, I must inform PSC's Financial Aid Office if I attend another school. List here: _____
- _____ 5. I must meet all of the satisfactory academic progress guidelines to receive financial aid. This includes maintaining a 2.0 cumulative grade point average (GPA), completing 67% of the total attempted course hours, and not exceeding the 150% maximum timeframe to complete my degree/certificate.
- _____ 6. It is my responsibility to review the college catalog, schedule, and Financial Aid Handbook for guidelines and regulations pertaining to the financial aid award process and important college dates.
- _____ 7. The Department of Education will not pay for courses I do **not** attend and classes that are not required for my degree/certificate.
- _____ 8. **The Financial Aid Office may request additional documentation to determine my eligibility. I will not be allowed a book voucher, and if eligible, it will not be credited to my student account, until all requested information has been submitted, reviewed, and verified.**
- _____ 9. I must report all financial assistance received from external sources to the Financial Aid Office. Additional assistance may affect my financial aid eligibility. List here: _____
- _____ 10. Changes on my FAFSA made by me or the Department of Education may result in a change to my eligibility. Therefore, further verification information may be requested at a later date. Failure to comply with any additional request may result in the removal of my financial aid.
- _____ 11. My financial aid package, including outside resources, cannot exceed my cost of attendance budget.
- _____ 12. If I am over awarded, financial aid disbursements will be reduced to resolve the over payment.
- _____ 13. If my financial aid does not completely cover my tuition bill or I am ineligible for financial aid, I am responsible for immediately making payment arrangements with the Business Office.

Turn Over to Complete

- _____ 14. **I understand that my credit balance from the current semester may be applied to offset the balance owed for the previous semester within the same award year.**
- _____ 15. **I am responsible for dropping my classes if I choose not to attend PSC.** I agree to visit the financial aid office prior to withdrawing from any class so that I may be made aware of any consequences of withdrawing.
- _____ 16. I may receive federal financial aid up to 30 credit hours of attempted remedial coursework.
- _____ 17. If at any time my enrollment drops below 6 credit hours prior to the disbursement of the Federal Direct Loan, the loan will be canceled and I will be responsible for any remaining tuition balance.
- _____ **18. Financial aid must be earned. I must attend my courses to earn the aid. If I stop attending and fail to drop the course(s), I may be reported as "Non-Attending" and/or be issued an FW grade. The FW grades may result in the return of financial aid.**
- _____ 19. Withdrawing from all classes before completing 60% or more of the semester will result in a reduction of my financial aid.
- _____ 20. Withdrawing from **all courses** in a semester without submitting written confirmation of my intent to enroll in upcoming courses within the same semester is considered a complete withdrawal from the college.
- _____ 21. It is my responsibility to submit a written statement to the Financial Aid Office confirming my registration in upcoming courses during that same semester. This statement must be submitted at the time I withdraw from my courses.
- _____ 22. If I completely withdraw, a calculation must be performed by the financial aid office to determine if any of the federal financial aid I was awarded must be returned to the Department of Education.
- _____ 23. If I registered less than full-time (less than 12 hours) during fall and/or spring, I may have remaining **Pell funds** that can be applied to the summer session. The MAP grant is not available during the summer session.
- _____ 24. Financial aid funds will only pay for a repeated course once after a passing grade of A, B, C, or D is earned.
- _____ 25. I give authorization for electronic communications and email correspondences using the contact information provided on my student account.
- _____ 26. Until all requested forms/documents are received, my aid cannot be processed.

Authorization for Title IV Aid Disbursements

I authorize Prairie State College to apply federal Title IV financial aid funds I am awarded to my outstanding education related non-institutional charges (i.e. parking tickets, library fines, etc.).

Yes

No

I authorize Prairie State College to apply federal Title IV financial aid funds I am awarded to prior year education related charges (limited to \$200).

Yes

No

I certify that I have read and understand all items on this form and all information provided for my financial aid is true and correct.

Student Signature _____ Date _____