

STUDENT RESPONSIBILITY FORM

PLEASE READ ENTIRE DOCUMENT

- The processing of your financial aid application (FAFSA) can take at least 6-8 weeks. Financial Aid files are recommended to be completed by August 1 (for Fall) and January 1 (for Spring) to ensure your account is paid in full before classes start. You can, however, still complete your file and charge to your account up until 1 week prior to disbursements are made each semester. Please see our website for disbursement dates.
- All email correspondence with the Financial Aid Office will go through your Cowley email and the email listed on your FAFSA. To change your personal email, please contact the Financial Aid Office at financialaid@cowley.edu.
- Direct Loans are awarded for an academic year (two semesters). If you apply for a loan for a single semester, you will be eligible for only half (1/2) of the yearly limit.
- If you choose to accept a different amount of the loan offered, and later decide you need additional or lesser funds, you will need to contact the financial aid office at financialaid@cowley.edu to request the change.
- You must be enrolled in and attending at least 6 credit hours to receive any Direct loan funds.
- You must complete Entrance Counseling and a Master Promissory Note (MPN) online at www.studentaid.gov in order for any loan funds to be added to your Cowley student account.
- You must complete 67% of credit hours attempted with at least a 1.75 GPA for Freshman and 2.0 GPA for Sophomores in order to meet the Satisfactory Academic Progress (SAP) requirements. If you do not meet these requirements, you may be placed on a "Warning" status. If you withdraw from and/or fail all of your classes, you will be placed on a "Denial" status for your next semester at Cowley and may owe a Title IV repayment. The SAP policy can be found at <https://cowley.edu/apply-and-pay/financial-aid/policies/index.html>
- You must be enrolled in, attending classes, and achieving satisfactory academic progress to receive financial aid, and it is your responsibility to read materials provided by the Financial Aid Office.
- Pell grant awards are based on full-time enrollment (12 hours) and if you enroll less than full-time, your award package will be prorated based on actual enrollment or may result in no award.
- You must reapply for Federal Aid each academic year by completing a new FAFSA at www.studentaid.gov.
- Federal Aid funds can be awarded for up to 95 attempted hours at Cowley.
- You cannot receive Federal Aid at two colleges in the same semester and if you do receive aid at two colleges, you will potentially owe a repayment of Federal Aid funds.
- Acceptance of all awards offered to you constitutes consent for that aid to be applied towards all charges on your student account prior to any refunds being issued.
- If you have a balance remaining after your financial aid has been applied to your bill, it is your responsibility to contact the Business Office to make payment arrangements BEFORE the first day of classes.
- If you enroll in classes that are not required for your degree, those hours may not be eligible for federal financial aid. Please contact your advisor for assistance in registering for classes to ensure you are taking what is needed to complete your degree at Cowley College.