

Student Responsibility Form

READ BEFORE YOU ACCEPT AND SUBMIT

I understand:

- If I accept any awards before my financial aid file is complete, I may have to pay the awards back upon verification of my file.
- The processing of my financial aid application (FAFSA) can take at least 6-8 weeks and I should apply early. Financial Aid files must be 100% complete by August 1 (for Fall) and December 1st (for Spring) to use charge your books to your aid.
- All email correspondence with the Financial Aid Office will go through your Cowley email and the email I listed on my FAFSA. To change your personal email, you will need to contact the Financial Aid Office at financialaid@cowley.edu.
- There are always two Direct Loan disbursements and the loan limits for Cowley are for an academic year (two semesters). If I apply for a loan for a single semester, I will be eligible for only half (1/2) of the yearly limit and the loan will be disbursed in two payments within the semester.
- If I choose to accept a different amount for the loan offered, I will need to contact the financial aid office at financialaid@cowley.edu to verify what term the loan should be for.
- I must be enrolled and attending at least 6 credit hours for my program at Cowley to receive a Direct loan.
- I must complete Entrance Counseling and a Master Promissory Note (MPN) online at <https://studentloans.gov/myDirectLoan/index.action> in order for the loan disbursements to be sent to Cowley.
- I must complete 67% of credit hours attempted with at least a 1.75 GPA in order to meet the Satisfactory Academic Progress (SAP) policy. If I do not meet these requirements, I may be placed on a "Warning" status. If I officially or unofficially withdraw from and/or fail all of my classes, I will be placed on a "Denial" status for my next semester at Cowley and may owe a Title IV repayment. I understand that the SAP policy can be found at <https://www.cowley.edu/policy/policy433.html>.
- I must be enrolled, attending classes, and achieving satisfactory academic progress to receive financial aid, and that it is my responsibility to read materials provided to me by the Financial Aid Office.
- My Pell grant awards are based on full-time enrollment (12 hours) and if I enroll less-than-full-time, my award package will be prorated based on actual enrollment or may result in no award.
- I must reapply for Federal Aid each new academic year by completing a new FAFSA.
- Federal Aid funds can be awarded up to 95 attempted hours at Cowley. This includes Pell Grants and Loans.
- I cannot receive Federal Aid at two colleges in the same semester and if I do receive aid at two colleges, I will owe a repayment of Federal Aid funds.
- Acceptance of the awards offered constitutes consent for the aid to be applied towards all charges on my student account prior to any refunds being issued.
- If I have a balance remaining after my federal financial aid has been applied to my bill, it is my responsibility to contact the Business Office for payment arrangements.
- If you enroll in classes that are not going toward your program (listed as non-program hours of the advising worksheet), those hours may not be eligible for federal financial aid.