

## Contra Costa Community College District (CCCCD) Financial Aid Terms of Agreement

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In accordance with federal and state regulations, upon acceptance of a financial aid award from the financial aid department of any college within CCCCCD, the student acknowledges that they have read, understood and agree with the following Terms of Agreement.

### General Requirements:

- ✓ A student must be enrolled in an eligible academic program to qualify for financial aid programs.
- ✓ A student must have a high school diploma, GED, or other recognized high school equivalency to qualify for financial aid programs (Ability to Benefit provisions will not apply to any students who were not enrolled in an eligible program prior to July 1, 2012).
- ✓ A student must be a U.S. Citizen or eligible non-citizen with a valid Social Security number to qualify for federal financial aid programs.
- ✓ A student must be a U.S. Citizen, eligible non-citizen, or an AB540-eligible undocumented student to qualify for state aid programs. For more information on the California DREAM Act, log on to [www.caldreamact.org](http://www.caldreamact.org).
- ✓ A student who is male must have registered with Selective Service between the ages of 18-25 years old.
- ✓ A student must not be in default on a federal student loan or owe a repayment on a federal grant.
- ✓ A student must certify that he/she will use financial aid funds only for educational purposes.
- ✓ A student certifies that he/she has read and understood the Satisfactory Academic Progress Policy, the Award Notification Payment Calendar, the Financial Aid Repeat Coursework Policy, and the Return to Title IV Policy (all of which are available on the financial aid department web site).
- ✓ A student must agree to regularly check their District-assigned student email account on InSite Portal. This is CCCCCD's primary means of communication with students.

### Awarding and Disbursement:

- ✓ Financial aid awards are based on full-time enrollment. Should a student be enrolled less than full-time (12 units), the financial aid payment amount will be reduced based on enrollment level.
- ✓ Each student's enrollment level will be calculated based on the number of eligible units the student is enrolled in and attending by the Award Calculation Date for each Payment Date (refer to the Award Notification Payment Calendar). Courses that have a later starting date, or that were not added until after the Award Calculation Date, will not be included in a student's enrollment level for that payment date.
- ✓ A student cannot receive financial aid payments at any other college outside of CCCC during the same semester that they are receiving financial aid payments from CCCC. Receiving financial aid payments at two colleges during the same semester will result in repayment.
- ✓ A student may be eligible for a retroactive financial aid payment for a completed semester only if he/she met all eligibility requirements during that semester (including Satisfactory Academic Progress) and has submitted all required documentation to complete his/her financial aid file.
- ✓ A student is allowed to receive a lifetime limit of up to 6 full-time equivalent years of Federal Pell Grant (600%), or 12 full-time semesters. Semesters of less than full-time enrollment will be prorated. Once a student has reached the lifetime Federal Pell Grant limit, they are no longer eligible to receive Federal Pell Grant funds. This limit will include all previous years that a student has received Federal Pell Grant funds. There is no appeal process for this lifetime limit.

### Withdrawals and Repayment:

- ✓ Any student who receives a financial aid disbursement and withdraws from, or never begins attendance in, some or all of their courses may be required to repay all or a portion of the financial aid disbursed.
- ✓ A student who withdraws from all courses before 60% of the semester may be placed into repayment for all or a portion of the financial aid disbursed.
- ✓ A student who does not officially withdraw and receives all non-passing grades for a single term will be assumed to not have attended passed the 60% point of the semester, and may be placed into repayment for all or a portion of the financial aid disbursed.