

Terms and Conditions of Your Financial Aid Award

By accepting Financial Aid funds, I am stating that I have read, understand and will comply with the following Financial Aid Terms of Agreement.

Student Terms of Agreement

I understand that:

1. Funds on your Financial Aid Offer Notification are tentative and based on full-time enrollment status in approved college credit classes. Funds are subject to adjustment, if you are enrolled in less than full-time (12 units) and your Expected Family Contribution (EFC) limitations. Classes that begin after the students' first disbursement or added classes will be paid on the subsequent disbursement. My financial aid payments may be adjusted if my enrollment changes.

Enrollment Status	Units
Full time	12 or more
Three-quarter-time	9 to 11.9
Half-time	6 to 8.9
Less-than-half-time	Less than 6

2. **Disbursements:** Eligible Chaffey College students will receive their financial aid disbursements via BankMobile disbursement services a technology solution, powered by BMTX, inc. Please visit their website to learn more about selecting a refund preference at <https://bankmobiledisbursements.com/refundchoices/>
3. I must be enrolled in an eligible program leading to a degree (AA/AA-T, AS/AS-T), transfer or eligible certificate to receive financial aid. (Certificates less than 16 units are not approved for Title IV Financial Aid).
4. Please be aware that Chaffey College is required by federal regulations to establish a Satisfactory Academic Progress Policy (SAP). Financial aid is provided for students seeking a degree, transfer status or certificate. I have read and understand the [Satisfactory Academic Progress Policy](#). Students who do not meet the SAP standards will lose their eligibility for financial aid. The complete SAP policy can be found below.
5. I agree that I must promptly report to the Financial Aid Office any changes in my financial, marital, residency or academic status.
6. I must report any changes in my information promptly to the Financial Aid office including name, mailing address, enrollment status, any additional earning or funding resources not included in my award offer from any other outside sources.
7. I understand that all financial aid awards are contingent upon the availability of funds. This award has been based on the documented information I submitted at the time I applied for financial aid. It is my responsibility to inform the Financial Aid Office if that information changes.
8. Chaffey College reserves the right to revise the student's Financial Aid award. Modification of this offer may be reduced due to lack of necessary state or federal funding, academic progress, corrections or

changes in the data reported to the institution by parents and/or students, receipt of additional awards by non-college sources, unintended error, student changes in unit load, change in residence, or other reasons consistent with Chaffey College's procedures. It may be necessary for the Financial Aid office to alter the types of assistance I have been awarded so that the funds in each of our programs may be fully utilized by students qualifying for particular types of aid.

4. I will be considered to have received an overpayment of financial aid funds if:

- The student is selected for verification by the Department of Education after receiving Title IV disbursement.
- Students, who drop any classes after receiving their first disbursement (but do not drop all of their classes during the term) may be in overpayment penalty per Federal Title IV regulations due to reduced enrollment.
- Other income discrepancies caused by students revising their FAFSA due to conflicting information.
- Payments are made to me and I already have a Bachelor's degree (or the equivalent from a foreign country) - for Federal Pell or SEOG grants, loans and state Cal or Student Success Completion grants (SSCG) only;
- Payments are made to me when I receive financial aid from Chaffey College and from another institution during the same enrollment period or overlapping terms. I must notify the Financial Aid Office if I am receiving financial aid for attendance at another institution while attending Chaffey College. Further, I cannot receive financial aid payment that exceeds the maximum annual award.

Multiple Reporting Record (MRR) / Potential Over award Project (POP)

The Department of Education generates a Multiple Reporting Record (MRR) when there is a concurrent enrollment situation. The Department of Education identifies student potentially receiving a Pell Grant disbursement from two or more campuses within the same enrollment period.

Note that once you have chosen your primary institution, you must inform your secondary institution(s) (in writing) that you would like to cancel your financial aid with them for the specified term(s) (except for the California College Promise Grant (CCPG). If it is determined that you were ineligible to receive financial aid funds due to MRR or POP, the overpayment funds need to be repaid before any additional financial aid funds can be disbursed.

No student may receive more than one full Federal Pell Grant Scheduled Award. The POP process tracks the percentage of a full Pell Grant Scheduled Award a student receives at each institution attended and insures the total percentage never exceeds 100 percent for an award year. Exception are made for student who meets the additional Pell criteria.

Financial Aid recipients are advised to consult with their Chaffey College Financial Aid Advisor before dropping classes, or making changes to their FAFSA.

5. I cannot receive financial aid funds if I am in default of Title IV educational loans made to attend any college and/or owe an overpayment of Title IV grant to the college and/or U.S. Department of Education.
6. I must have a high school diploma or a GED.
7. Release of Information: The Family Educational Rights and Privacy Act (FERPA) provide students with certain rights regarding their educational records, including information on the student's financial aid application. As a rule, the Chaffey College Financial Aid office cannot release information to anyone other than the student. If you want Chaffey College Financial Aid office to release information to someone else,

please visit the Financial Aid office virtually or in person and request a Student Release Information Form. To make this request, you must present this form along with your Student ID, and a current California ID or California Driver's License. A signed Student Release of information form is required before any student information will be disclosed to anyone other than the student. Please understand that by doing this, you are authorizing someone other than yourself to inquire about your financial aid information and status.

8. Federal financial aid ("Title IV funds") is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded and enroll in classes in their eligible program.
9. Return of Title IV Funds (R2T4): Federal Title IV financial aid funds are awarded under the assumption that a student will remain in attendance for the entire semester for which the funds were awarded. Students who officially or unofficially withdraw from all classes prior to completing more than 60% of the enrollment period are subject to having their federal aid recalculated. These funds include Pell Grant, Supplemental Educational Opportunity (SEOG), and Federal Direct Loans.
10. Assembly Bill-2248 Notification to Cal Grant B & C Recipients: Cal Grant offer is limited to four academic years, except for students enrolled in an institutionally required five-year undergraduate program or for students with baccalaureate degrees admitted to and enrolled in a program of professional teach preparation. A student needs to take 15 units per semester or quarter, or 30 semester units or the equivalent quarter units per academic year, in order to graduate within four years.
11. My financial aid payment schedule may be adjusted or delayed depending on when I enroll for a class, or the start date(s) of my class(es) for the term.
12. I cannot receive financial aid payment for any units completed as a result of Credit by Examination. I cannot receive financial aid payment for any courses taken for Audit.
13. I can only receive financial aid payment once when repeating a previously passed course.
14. I understand I cannot receive financial aid payment for waitlisted courses until I am officially enrolled in the course.
15. If I fail to begin attendance in at least one course in which I was enrolled, or I fail to appropriately or promptly withdraw from a course which I am no longer attending, I may owe funds back to the college and/or U.S. Department of Education.
16. In the event of financial aid overpayment, regardless of the cause, I must repay the funds. This includes students who received financial aid funds and are later determined to be ineligible.
17. The Federal Pell Grant has a lifetime limit of up to 6 years / 12 full-time semesters (600%) or until a Bachelor's Degree is earned, whichever comes first. I understand when I have reached 600% in Federal Pell Grant funds; I will no longer be eligible for a Federal Pell Grant. I understand this limit will be monitored by the U.S. Department of Education and I can check my status by logging into [the Federal Student Aid website](#)
18. Correspondence from the Office of Financial Aid will be emailed to my college assigned email address or mailed to the mailing address on file with the Admissions and Records Office. All changes in name and/or address must be reported directly to the Admissions and Records Office.

19. I understand the Financial Aid office reserves the right to revise my Financial Aid award during any time of the year if there are changes to my financial aid eligibility.
20. The Financial Aid Terms and Conditions and Satisfactory Academic Progress Policies may change any time during the semester. In the event of changes, I will comply with all the new policies. I also understand changes will be posted on the college website
21. It is my responsibility to complete a designated program of study within the maximum time frame as specified in the Satisfactory Academic Progress Regulations and ensure all classes I take will fulfill my educational goal requirements.
22. I understand that my Pell grant will be in two disbursements for Chaffey College for Fall, Spring and Summer terms.

YOUR RIGHTS

- You have the right to know the correct procedures for applying for student financial aid, your cost of attendance, and the types of aid available
- You have the right to know how financial need is determined, what the criteria are for awarding aid, how academic progress is determined, and what you must do to continue receiving aid
- You have the right to know the type(s) and amount(s) of assistance you will receive, how much of your need has been met, and how and when you will receive your aid funds
- You have the right to request a reevaluation of your financial aid eligibility for special circumstances, not reported on the initial Free Application for Federal Student Aid (FAFSA), that you feel might affect your eligibility
- You have the right to review your financial aid records and the contents of your student financial aid file, in accordance with the [Family Educational Rights and Privacy Act of 1974 \(FERPA\)](#)
- You have the right to request a reevaluation of any decision concerning your financial aid award
- You have the right to request that the Financial Aid Office correct any records that you believe are inaccurate
- You have the right to be notified by the Financial Aid Office about your eligibility for financial aid
- You have the right to be informed of any changes made to your financial aid award
- You have the right to know the method by which financial aid disbursements will be made to students and the frequency of those disbursements
- You have the right to know the method the school provides for eligible students to obtain, or purchase required books and supplies
- You have the right to know the general terms and conditions that are applicable to any federal work-study employment provided to a student as part of the student's financial aid package