

## 2016-2017

### Financial Aid Award Policies and Procedures

To better understand Del Mar College's policies and procedures for awarding and disbursing student financial aid, read the following information.

#### Accepting/Rejecting Award

Refer to "[Easy Steps to Accepting Your Award Online](#)" and follow the listed steps. Awards can only be accepted or rejected online.

Students who receive the maximum Student Loan and Pell Grant for the fall and spring semester may **not** be eligible for Loans or Pell during the summer sessions. Also, you cannot receive financial aid from two different schools for the same enrollment period. For a complete guide to Policies and Procedures concerning ALL processes of student financial aid, visit our Web site at [http://www.delmar.edu/Paying\\_for\\_College.aspx](http://www.delmar.edu/Paying_for_College.aspx).

#### Awards

*\*Some funds require specific enrollment levels to maintain that award -see **Glossary section** for specific requirements. **Be cautious in selecting your classes, failure to enroll for the proper hours may result in cancellation or reduction of funds awarded.***

**Pell Grant Awards and TEOG Awards**(TEOG1 AND TEOG2) are based on full-time enrollment and will be adjusted based on actual enrollment once the census date has passed for the course (this includes late start classes), see **Glossary section**. For example, if your fall Pell award is \$2907 at full-time (12 or more hours) and you enroll half-time (6 to 8 hours), your award will be adjusted to \$1,453 for the semester. All other awards are based on minimum enrollment as stated in the **Glossary section**.

**Lifetime Eligibility Used Limit-** the Consolidation Appropriations Act of 2012 has set a limit on how many times a student may receive Pell Grant. A student may receive Pell Grant for approximately 12 full-time semesters (600%). The Department of Education will notify you as you approach or reach the limit. Once you have reached the limit, you will no longer be Pell eligible.

**First time Direct Loan Borrowers-** Loan proceeds for ALL first time borrowers will be delayed 30 days from the beginning of the semester of the loan period. Fall loans are expected to be released on or after October 4, 2016 and Spring loans are expected to be released on or after February 22, 2017.

Loans have very specific requirements before being disbursed. Instructions and detailed information can be found at [AY 2016-2017 Direct Student Loan Borrowers Instructions](#). Should you not comply with specific requirements, the loan will be canceled and you may owe money to the College.

#### Federal (FWSP) and Texas (TXWS) Work Study Program

If you have been awarded FWSP or TXWS funds and are definitely interested in work study, you must accept your offer and continue to check your WebDMC email for notice of all pertinent employee information, including a **mandatory orientation**. *Please reject the award if you are not interested so we can award other students.*

### **Rapid Track, Block courses, mini semester**

If you enroll in short semester courses in addition to long term courses or for short semesters only, your award will be calculated based on the census date of that course. In some cases you will not receive a disbursement until mid-semester, depending on the census date for the short course(s). If you are planning to take several short semester classes, you must enroll for all courses at the beginning of the semester. **Financial aid programs will not cover courses add after the 12<sup>th</sup> class day of a semester or if you drop a course during the semester.**

### **Repeated Courses**

Financial Aid regulations prohibit, in some cases, payment of previously repeated courses. Rules will permit payment for retaking a course under the following conditions.

- If student earns/receives **non-passing grade (I, R, W, F)** in a course; the student may retake the course and can be included for payment.
- If the student passes the course (“D” is considered passing), the student may retake the course one time to improve the grade and can be included for payment.
- Any subsequent repetition of a passed course may not be counted for payment.
- Retaking courses will be counted in evaluating the student’s record for Satisfactory Academic Progress (SAP) and maximum time frame eligibility. For detailed information regarding DMC’s SAP Policy refer to [http://www.delmar.edu/protect\\_your\\_financial\\_aid.aspx#sap](http://www.delmar.edu/protect_your_financial_aid.aspx#sap).

### **Disbursement Process/Payment of Tuition and Fees**

ALL disbursements require an accepted award on file (on the Web). Financial aid awards must be accepted by census date in order to cover tuition and fees. The student will be dropped if the award is not accepted or payment is not made. If you receive an award email and have accepted the awards prior to or during registration, grants, loans (see below for loans) and scholarships may be used to cover your tuition and fees, up to the amount of your eligibility. If you receive an award email after registration contact Financial Aid Services for the expected disbursement dates (see [fall 2016 Financial Aid Disbursement Schedule](#), [Spring 2017 Disbursement Schedule](#)).

**TXCON, TEOG1 and TEOG2** funds are not disbursed until funds from the state are received; disbursement dates for these awards vary depending on funding from the state.

### **Book Store Charging**

Accepted awards may be used to cover tuition/fee charges and will allow you to buy (charge) your books/supplies at the DMC Bookstore **on campus**.

Charge Periods:

**Fall 2016:** August 22, 2016 – September 12, 2016

**Spring 2017:** January 10, 2017 – January 30, 2017

**Should you choose not to use this option, your remaining funds, after tuition and fee charges have been deducted, will be deposited to your Refund Selection with BankMobile.**

Also, refer to [2016-2017 Bookstore charging](#) for additional information regarding DMC's disbursement process.

### **Change in Enrollment/Complete Withdrawal**

If changes in enrollment occur before the census day (block courses included), Pell Grant is recalculated in accordance with the scheduled eligibility for that enrollment status and students may owe funds back to the program or to Del Mar College. This includes classes that are dropped due to the class being canceled or classes that cannot be covered due to being repeated courses.

**Loan Recipients:** If you drop below six semester hours during the fall or spring term, you must complete an exit interview. A hold will be placed on your records until this requirement is met.

**WARNING:** Students who completely withdraw during the first 60% of the semester or who fail to earn a passing grade in classes enrolled will have a Return of Title IV Funds formula applied to their account. This formula shows what you have earned for the time period you were enrolled. Any unearned portion must be returned to the Federal Financial Aid Programs.

**What does this mean?** Should a student withdraw from Del Mar College at any time within the first 60% of the semester or fail to earn a passing grade in all courses enrolled for while receiving federal funds, the student will owe money back to the federal programs and/or to Del Mar College. Before beginning the withdrawal process or decide to no longer attend classes, talk to a financial aid representative.

**NOTE:** *If you fail to earn a passing grade in at least one course, a determination will be made to see if you earned all the funds disbursed to you. Should you stop attending classes without notifying anyone, your instructor will report the last date you attended class. That date will be used to determine if funds are owed.*

## Glossary

A brief explanation of each program can be found in the DMC Financial Aid Web page, College Catalog, and Student Handbook.

### **Award will be adjusted based on actual enrollment level.**

**PELL** Federal PELL Grant  
Awards Vary See: **Awards above**

**Pell Grant is a federal grant awarded to you based on your expected family contribution, which is calculated from the FAFSA. Award amounts range from \$295 to \$2907 per semester (maximum of two full-time semesters per academic year), depending on actual enrollment. Some recipients may enroll in as few as one credit hour. You are required to have a fully processed application by your last date of enrollment to receive this aid program.**

**TEOG1** Texas Educational Opportunity Grant-Initial  
Full-Time \$1416 per semester-Maximum Award  
Three-Quarter Time \$1062 per semester-Maximum Award  
Half-Time \$708 per semester-Maximum Award  
<Half-Time 0

**TEOG2** Texas Educational Opportunity Grant-Renewal  
Full-Time \$1416 per semester-Maximum Award  
Three-Quarter Time \$1062 per semester-Maximum Award  
Half-Time \$708 per semester-Maximum Award  
<Half-Time 0

### **9 Hrs. minimum enrollment required (3/4 time)**

**TXNEW** Texas Grant Program New-No longer offered at Community Colleges  
**TXCON** Texas Grant Program-Renewal

### **6 Hrs. minimum enrollment required (half-time)**

**DLSUB** Federal Direct Subsidized Student Loan  
**FWSP** Federal Work-Study Program  
**SEOG** Federal Supplemental Education Opportunity Grant  
**TPEG** Texas Public Educational Grant – Texas Resident  
**TPEGN** Texas Public Educational Grant –Non-Resident  
**TXWS** Texas Work-Study Program  
**UNSUB** Federal Direct Unsubsidized Student Loan

**Satisfactory Academic Progress – [http://www.delmar.edu/protect\\_your\\_financial\\_aid.aspx#sap](http://www.delmar.edu/protect_your_financial_aid.aspx#sap)**

Federal Regulations require institutions to review the progress of all students applying for student financial assistance. Satisfactory Academic Progress must be maintained in order to receive aid. Be advised that these standards apply to ALL financial assistance programs. For complete details on the DMC Satisfactory Academic Progress policy, please refer to the above link.

**Satisfactory Academic Progress for -- TXCON, TEOG1 and TEOG2**

GPA	End of Initial Year	Institution's SAP Policy (above)
	End of Subsequent Years	Minimum 2.5 cumulative GPA
Completion Rate	End of Initial Year	Institution's SAP Policy (above)
TXCON	End of Subsequent Years	Successful completion of 24 hrs for the year
TEOG1, TEOG2	End of Subsequent Years	75% successful completion of attempted hours for the year

*The provisions and information set forth in this statement are intended to be informational and not contractual in nature and are subject to modification without notice, by the Administration or the Board of Regents. For additional explanation refer to the Disclaimer in the College Catalog.*

*Del Mar College does not discriminate on the basis of race, color, sex, age, national origin, religion, disability, or any other constitutionally or statutorily impermissible reason.*