

NORTHERN OKLAHOMA COLLEGE FINANCIAL AID AWARD CONDITIONS

The amount of your grants has been computed to the maximum amount possible in accordance with your need analysis, the availability of funds, and your indication of type of aid preferred. **In the event that this amount does not cover all your costs you are responsible for paying the balance from some other source.** This aid may be not be applied to the following: application fees, dorm deposits, physical exams or any other fees that you must pay prior to registration. Northern Oklahoma College has no obligation to make this aid available to you until after classes begin and after the drop/add period. You may charge your tuition, fees, and room and board. You may also charge books and supplies required for class at the NOC bookstore on the dates indicated below. Go directly to the bookstore with schedule in hand and tell them that you are receiving financial aid and wish to charge your books. You will be required to sign a separate authorization allowing NOC to pay these charges from Title IV funds.

Book charging dates: Fall August 6th through August 31th
You may also log onto www.nocbookstore.com Spring January 7rd through January 25th

PELL GRANT AWARDS SHOWN ARE BASED ON FULL-TIME ENROLLMENT. Amounts will be prorated for students enrolled $\frac{3}{4}$ time, $\frac{1}{2}$ time or less than half time at the time of disbursement. The amounts awarded for other Title IV programs are based on the expected enrollment status you reported to us. NOC reserves the right to adjust your awards if conditions are found to be different from those stated in your application, if your family conditions change during the year, if you receive financial support from another source not identified in your application, if you change your enrollment, or if we need to correct an error made in calculating your award.

The Oklahoma Tuition Aid Grant (OTAG) award is an estimated award. Awards will be finalized at the end of the drop period. Amounts will be based on your enrollment status at that time (full time or part time). OTAG is a part of Leveraging Educational Assistance Partnership (LEAP) and may be funded in part by the federal government as well as the state of Oklahoma.

DISBURSEMENT DATES FOR PELL AND LOANS: One half of the total aid for the school year will be made available to you in the fall semester and one half in the spring. If you have been awarded for one semester and not the entire year your loan will be disbursed in two equal disbursements in which the 2nd disbursement will be disbursed midway through the semester. If you have been awarded for the entire year and you do not attend the fall semester, your award will be canceled for the entire year unless you specifically request that your aid for the spring be continued. This will be done if funds are available for the spring semester. You must apply separately for summer aid. Contact the Financial Aid Office to determine summer policies.

Pell and SEOG funds in the amount needed to pay institutional charges are transmitted to your bursar account when you are billed. Remaining funds are transmitted after the drop period ends. If a credit balance is created, a refund will be processed within 14 days. Be sure that you have obtained your **Herring Bank Card** in the registrar's office in order to receive your refund.

Direct loan proceeds are transmitted to your bursar account on scheduled disbursement dates after the drop period ends. **Please note that the disbursement date on your Disclosure Statement is not the refund date.** First-time borrowers are required to wait until 30 days after class begins for the first disbursement of loans. All students borrowing for the first time are required to complete online Entrance Counseling and a Master Promissory Note before their loan will be awarded. Loan delivery dates may vary for students who apply for one semester only. Students are required to receive two equal disbursements during the loan period. The second disbursement cannot be delivered until after the mid-point of the semester. Remember, you must be enrolled at least halftime at the time of each loan disbursement. Other funds (OTAG, BIA etc.) are disbursed when received from respective agencies, normally within two months of the beginning of the semester.

For questions about refunds contact:
NOC TONKAWA BURSAR'S OFFICE (580) 628-6231
NOC/ENID BURSAR'S OFFICE (580) 548-2231
NOC/STILLWATER BURSAR'S (405) 744-2246

NOC RESERVES THE RIGHT TO INSURE THAT ALL YOUR FINANCIAL OBLIGATIONS TO THE COLLEGE ARE PAID BEFORE CASH DISBURSEMENTS ARE MADE.

WORK-STUDY: If you are awarded Federal Work-Study, you will need to complete an employment application. **YOU MUST APPLY THROUGH THE STUDENT AFFAIRS OFFICE FOR A JOB ASSIGNMENT UNLESS OTHERWISE NOTIFIED.** Community Service jobs are available, including tutoring elementary students in reading or math. The awarded amount for Federal Work-Study is an estimate of your earning potential or your remaining need. Students will only be paid for the hours actually worked. Student employment paychecks are issued bi-weekly.

SCHOLARSHIPS: Scholarship awards are initially granted for the fall and spring, however retention of scholarship is based on the recipient's grade point average. Tuition waivers are applied to tuition only.

SATISFACTORY PROGRESS: You must maintain satisfactory academic progress to continue to receive aid. A statement of our satisfactory progress policy is printed in the Student Handbook. A summary is printed on the back of this statement.

REFUNDS/REPAYMENTS: Withdrawing or reducing your course load may cause you to have to repay your financial aid awards, or be placed on financial aid warning or suspension. See the enclosed notices regarding Return of Title IV Funds and Satisfactory Academic Progress. The SAP Policy is on the back of this form.

READ THIS INFORMATION CAREFULLY

SATISFACTORY ACADEMIC PROGRESS POLICY (Revised 4/25/2016)

Section 688.34 of the Higher Education Act, as amended, requires that in order to receive Title IV aid, a student must maintain satisfactory academic progress in the course of study the student is pursuing. A student must maintain satisfactory progress regardless of whether the student had previously received Title IV aid. Northern Oklahoma College standards of satisfactory progress are outlined briefly below. A more thorough discussion of the policy may be found on the Financial Aid page on the NOC website located at www.noc.edu. The NOC Financial Aid Office will evaluate satisfactory academic progress at the end of each semester including summer if applicable.

Students must maintain the following cumulative completed number of hours and GPA to remain eligible for Title IV aid.

Cumulative completed credit hours = 67%
Cumulative attempted credit hours*

Cumulative GPA = 2.0
(including remedial class GPA)

*Please note that for financial aid, attempted hours include courses with a grade of F, AW, W, N or I recorded on the transcript even though they may not be included as attempted hours on your academic transcript.

Students are required to have a 2.0 cumulative GPA at the end of the second year of attendance to remain in good standing regardless of their enrollment status (i.e. full time, part time).

In the event that the student does not meet the above criteria, he/she may be offered **one warning semester** during which time he will continue to receive federal financial aid. He/She will be expected to bring cumulative hours of completion and cumulative GPA into compliance as indicated above at the end of the warning semester.

Students who fail to meet the requirements during the warning semester will be **suspended**. A student whose financial aid is suspended will be given an opportunity to appeal that decision in writing and provide pertinent documentation. The appeal must be submitted in writing and include a description of the extenuating circumstances causing failure and what has changed to allow the student to succeed if probation is granted. Circumstances that may warrant an appeal may be death of a family member, other emotional trauma, severe illness or injury, or other circumstances. **Documentation of the circumstance must accompany the appeal.**

Appeals will be evaluated by the Director of Financial Aid, her designated representative, or the campus Financial Aid Committee. If the appeal is approved the student will be offered one semester of **financial aid probation**. The committee may place certain restrictions or requirements upon the student as a condition of probation such as part time enrollment or requiring an academic plan to be completed with the help of a college advisor. The decision of the committee is final. At the end of the probationary semester the student must be shown to be bringing the hours completed and GPA into compliance with the requirements. **Appeals and documentation must be submitted to the Financial Aid Office by the deadline designated in the suspension letter.**

Federal regulations require that a student must complete his program of study within a maximum time frame of no more than 150% of the published length of the educational program. At NOC this is:

For a program requiring 62 credit hours - maximum attempted hours are 93 credit hours

For the Nursing program which requires 70 credit hours - maximum attempted hours are 105 credit hours.

A student who exceeds these limits must explain in writing what his/her academic goal is and time frame for completion. They must also furnish a degree plan completed by an advisor. If approved, only required courses will be funded with federal aid.