



## Clark College Financial Aid Awards Terms and Conditions

Your financial aid award is designed to make your Clark College experience more affordable. The following information will help you understand what your award means, how your funds will be made available to you, what is expected of you, and what you can expect from us as a financial aid recipient.

### Financial Aid Award Notification

#### Awards

Due to space limitations, financial aid awards appear as codes on your award notification. These codes are as follows:

<u>Code</u>	<u>Award</u>
PELL	Federal Pell Grant
SEOG	Federal Supplemental Educational Opportunity Grant
ACG1	Academic Competitiveness Grant – 1st year
ACG2	Academic Competitiveness Grant – 2nd year
SNG	State Need Grant
DEP-CARE	Dependent Care Allowance
CCG	Clark College Grant
TWND	Tuition Waiver
OUTSCHOL	Outside scholarship
WKSTUDY	Work-Study (generic)
FWS	Federal Work-Study (various-CWSP,CSVC)
SWS	State Work-Study (various-O,S)

<u>Code</u>	<u>Award (continued)</u>
LIT WS	Adult Literacy Work-Study
WFT	Work Force Training Aid (various-F,M,C)
DLSUB	Federal Direct Loan (subsidized)
DLUNSUB	Federal Direct Loan (unsubsidized)
PLUS	Federal Parent Loan for Undergraduate Students

Please refer to our Website for details about these financial aid programs at:  
[http://www.clark.edu/admissions\\_fin\\_aid/financial\\_aid/programs.php](http://www.clark.edu/admissions_fin_aid/financial_aid/programs.php)

#### Cost of Attendance

Your financial “need” is determined by the **Cost of Attendance (COA)** that Clark College establishes. The basic COA for a Washington resident, not living with parents, enrolled full-time for fall, winter, and spring is:

Tuition and fees	\$ 3,000
Books and Supplies	\$ 972
Room and Board	\$ 8,460
Transportation	\$ 1,176
<u>Miscellaneous Costs</u>	<u>\$ 2,040</u>
Total	\$15,648

The COA varies according to your tuition payment status and your enrollment level, so your COA may be different from the amount listed above. Contact the Financial Aid Office if you would like additional information.

#### Enrollment

Federal regulations define enrollment as follows:

<u>Enrollment level</u>	<u>Credits per quarter</u>
Full-time	12 or more
¾-time	9 – 11
½-time	6 – 8
<½-time	1 – 5

Your enrollment level affects the kinds and amounts of financial aid for which you qualify. For example, Federal Pell Grants are available in prorated amounts to eligible students at all enrollment levels, while Federal Stafford Loans and Work-Study require students to be enrolled at least ½-time.

ACG requires full-time enrollment and other criteria. For additional details, go to [http://www.clark.edu/admissions\\_fin\\_aid/financial\\_aid/grants.php](http://www.clark.edu/admissions_fin_aid/financial_aid/grants.php).

Your financial aid award is calculated on one full amount for the entire year. That amount can be spread out over four quarters if you attend part time (less than 12 credits per quarter), or can be used for three quarters if you attend full time (12 or more credits per quarter). At the end of the 5<sup>h</sup> day of the quarter, your aid will be adjusted up or down to reflect your final enrollment for that quarter. If you have dropped to a lower credit level in that time, you will owe back a portion of the financial aid awarded to you. If you are enrolled for more eligible credits, you may receive additional funds. See the Satisfactory Academic Policy for additional details.

#### Award Disbursement

Grants and loans pay towards your tuition/fees at the beginning of each quarter if you are enrolled in the number of credits for which your financial aid eligibility was determined.

If your financial aid award does not equal your tuition/fees, you will have a balance owing that you should pay to the Cashier. If your financial aid exceeds the amount of your tuition/fees, you will receive a check voucher for the difference. Checks are available in the Gaiser Hall Student Center during the first two days of the quarter (except summer quarter), and from the Cashier in Gaiser Hall during the rest of the quarter. The

following items are needed to pick up your check voucher:

1. Attend one class and have the instructor sign a Proof of Attendance form.
2. Bring this completed form, along with a piece of photo identification.

If you are unable to pick up your check during office hours, please contact the Financial Aid Office to arrange for alternate pick up.

**Distance Learning Students** can ask an instructor to email a Proof of Attendance (including Student ID No.) to: [finaid@clark.edu](mailto:finaid@clark.edu).

### Loans

In addition, loans require a **separate application** and promissory note and, for new borrowers, the successful completion of an on-line entrance counseling session.

### Work-Study

Work-Study funds do not credit toward your tuition/fees; they are earned hourly after you obtain employment and begin working.

### Dependent Care Allowance

Students who incur child care costs, who are also eligible for State Need Grant (SNG) can contact the Office of Financial Aid for additional information.

### Eligibility Considerations

If you withdraw completely or finish no credits (all W, F, U grades) during the quarter, you may owe a repayment of some/all of the funds you received as calculated under the **Federal Return of Title IV Funds** policy (see the **Clark College Catalog** or the **Clark College Class Schedule** for the quarter in which you are enrolled for details on this policy). If you owe a repayment, you must repay the funds to maintain your future

financial aid eligibility for attendance at any school.

### Award Adjustments

Your award can change for a variety of reasons. If you choose to decline an award, before it has been applied to your tuition/fees, the Financial Aid Office will cancel it. If your enrollment plans for future quarters changes, your financial aid award will change as a result. On rare occasions, we may have to reduce or withdraw funds awarded to you because those funds are no longer available.

Revised information about your income and assets that we receive after we award your funds may result in an increase or decrease to your award. If you receive an outside scholarship or agency funds after your financial aid has been awarded, we must consider them as resources and reduce your financial aid if your defined need has been exceeded. If you present documentation of extenuating circumstances that affect your ability to pay college costs we may be able to increase your award. Please inquire about the Unusual Circumstance form which is available in the Financial Aid Office.

If you become ineligible, your financial aid will be cancelled until you complete credits at your own expense or have an approved appeal for continued aid.

Transcripts are reviewed at the end of each quarter for credit completion and Grade Point Average (GPA). Please see the Satisfactory Academic Progress policy for more details at [http://www.clark.edu/admissions\\_fin\\_aid/fin\\_aid/sap\\_policy.php](http://www.clark.edu/admissions_fin_aid/fin_aid/sap_policy.php). If Clark College places you on Academic Suspension you will be ineligible for continued aid regardless of your status with Financial Aid.

## **Financial Aid Office Contact Information**

For more information about the financial aid process or programs, please to contact us at:

### **Clark College**

Financial Aid Office –MS #GHL101  
1933 Fort Vancouver Way  
Vancouver, WA 98663-3598

We can be reached by phone at:  
(360) 992-2153 (voice)  
(360) 992-2864 (fax)

We can be reached by e-mail at:  
[finaid@clark.edu](mailto:finaid@clark.edu)

We are available on the web at:  
[www.clark.edu/admissions\\_fin\\_aid/fin\\_aid/](http://www.clark.edu/admissions_fin_aid/fin_aid/)

### **Clark College's Mission**

Clark College provides opportunities for individuals from diverse backgrounds to pursue their educational goals. The College offers accessible, comprehensive education; provides services to support student success; and fosters community partnerships that enhance student learning. The College focuses on professional/ technical training, academic transfer, pre-college and basic skills, personal development, and cultural enrichment.

Clark College does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, gender identity, gender expression, political affiliation, creed, disabled veteran status, marital status, honorably discharged veteran or Vietnam-era veteran status in its programs and activities.

Revised 7/08/2010