

MJC FINANCIAL AID STANDARDS
for
SATISFACTORY ACADEMIC PROGRESS

A student receiving financial aid must be enrolled in a program to obtain a degree or certificate or to fulfill transfer requirements. Educational Plans should be on file prior to completion of the first semester of aid. All students are expected to maintain a 2.00 or higher cumulative grade-point-average (GPA) and complete at least 67 % of all units attempted. Attempted units include all MJC units and units transferred in from other colleges. Students' satisfactory academic progress will be reviewed after summer sessions and / or at the time of application.

Withdrawals, Incompletes, and / or Units Not Counted

Grades of F, NC, W, IP, RD and I's are not counted as satisfactory academic progress and will not be counted toward units completed. Bridged classes or open-entry/ open-exit classes (IP) will be counted as eligible units for financial aid only during the first semester the class is attempted.

Probation/Disqualification Status

Students who have not met all satisfactory academic progress standards will be placed on Financial Aid Probation and must meet with a counselor to complete/update an Educational Plan, attend a Financial Aid Workshop and *turn in a completed quiz form to the Financial Aid Office. Failure to do so could result in a loss of financial aid.*

If at the end of the Probationary period all satisfactory academic progress standards have not been met, the student will be placed on Disqualification Status. Disqualification Status will remain in effect until all requirements for satisfactory academic progress are achieved. Students must notify the Financial Aid Office to request reinstatement once these standards are met. ***Under no circumstances will a student be paid retroactively for any ineligible semesters.***

Petition for Reinstatement

Unusual or mitigating circumstances may warrant a review of a disqualified student's individual situation. Examples are:

- 1) Student illness or death of an immediate family member
- 2) Family stress
- 3) Medical or emotional disability;
- 4) Other, for which student can demonstrate good cause.

In order for a petition to be considered, students must submit a Petition for Reinstatement form, a current Educational Plan, and any supporting documentation to the Financial Aid Director. Approval of any petition will clearly state the conditions for reinstatement and continued financial aid eligibility.

Checks are Mailed

All financial aid checks will be mailed out. Incorrect addresses may cause delays in receiving your check! Please keep a record of all the payment dates listed in the award letter. These are the dates your check will be mailed out. Remember to allow time for mailing. If you receive a financial aid check and do not attend, you will be subject to repay your financial aid funds. If you do not repay your financial aid funds, you will be reported to the Department of Education.

Enrollment Affects Financial Aid

If you are on a waiting list or have not registered for all of your classes five to ten days prior to a check date, your check could be delayed or amount reduced. If you are a Cal Grant C recipient you must be enrolled in at least six (6) units and in a technical / vocational course of study. Our office will determine your eligibility for this award each semester after you have enrolled.

Adding and dropping units can cause a change in the amount of the award you receive. Dropping units during the semester or dropping all your courses will cause your financial aid award to be recalculated. Your semester award may be reduced and a repayment may be required.

For example, if you are funded as a Fulltime student and then drop to halftime by the second disbursement (check) date, you would only be eligible for your first payment (50%). You would be considered paid completely as a ½ -time student and would not receive a second check. This is just an example:

Full-Time Award (One Semester)		\$2,025
1 st Payment 50%	Full-Time	\$1,013
2 nd Payment	Dropped to ¾ time	\$506
2 nd Payment	Dropped to ½ time	\$0

Dropping to less than half time will require you owe back all or part of your first disbursement. If you drop all units before 60% of the semester is completed you may owe a repayment of your Federal Pell award according to the Return to Title IV Funds Regulation.

New!

Remedial courses and English as a second Language (ESL) courses are included in Federal Work Study and FSEOG consideration: All units are considered when awarding Federal Work Study and the Federal Supplemental Educational Opportunity Grant (FSEOG). Those who have not exceeded funding maximums will be given priority consideration.

Terms of Agreement

It is your responsibility to read and understand the terms of agreement, available at www.mjc.edu/financialaid

Fees

Board of Governor's Fee wavier (BOGW), is wavier for the California residents and will pay for your enrollment fees only. The BOGW no longer waives the health fee. You are responsible for paying your health fee for each semester.

Over-awards - Regardless of the reason, any funds received in excess of the amount to which the student is entitled must be repaid by the student.

You've Got Email!

Financial Aid correspondence is sent to your MJC Student Email account. If you have not activated your account, you should do so immediately. In addition, you must keep your mailing address current with both Admissions and the Financial Aid Office. The Financial Aid Office utilizes email to send important notices. Check your email regularly. An email from MJC will have the mjc.edu