

Hours - Probation

Once a student completes 84 hours attempted at JCJC and previous accredited colleges attended, the students will attain a status of probation regardless of GPA.

FINANCIAL AID SUSPENSION**GPA - Suspension**

After the probation semester, students who do not meet minimum standards for satisfactory progress will not be eligible to receive Title IV financial aid, until minimum standards are achieved.

Hours - Suspension

Once a student completes 96 hours attempted at JCJC and previous accredited colleges attended, the student will automatically attain a status of suspension regardless of GPA. The student will not be eligible to receive financial aid while on suspension.

Notification of Financial Aid Probation and Suspension

Financial aid standing is calculated at the end of each semester. Students will receive a written notice from the Financial Aid Office indicating probation or suspension status.

Reinstatement of Eligibility and Appeal Procedure

In order to be reinstated on financial aid due to financial aid suspension for GPA, students must attend at their own expense and complete at least six (6) hours with a minimum GPA of 2.0 and/or meet the cumulative hours and GPA requirement for satisfactory progress. The preceding statement does not apply to students who are on financial suspension for hours. Students will retain the probation status as long as they meet satisfactory progress.

Students who lose eligibility for financial aid have the opportunity to appeal. To appeal the suspension status because of GPA or hours, students must complete and submit an appeal form to the Director of Financial Aid. The Director of Financial Aid will review the appeal and determine whether the financial aid suspension is justified. Students will be notified in writing regarding the decision of the appeal. If a student would like to appeal the decision of the Director of Financial Aid, a request must be made for the case to be reviewed by the Scholarship Committee.

Financial aid suspension does not prevent students from attending JCJC.

OTHER JCJC FINANCIAL AID REGULATIONS**Cumulative Record**

All academic records of JCJC students will be evaluated to determine eligibility for financial aid whether or not the students received aid for all semesters.

Determination of Need

The information submitted on the FAFSA will be used in a federally mandated calculation that determines what portion of students "cost of attendance" can be met through the students' (and in the case of dependant students, the parents) resources. This figure is then subtracted from the cost of attendance during the appropriate period of enrollment. "Cost of attendance" is based on average costs for tuition and fees, room and board (even for commuter students), books and supplies, transportation, and miscellaneous personal expenses. This figure minus the expected family contribution (EFC) equals the documented limit for need-based financial aid. Once the documented limit is determined, awards are made by the Financial Aid Office based on the students' eligibility for aid and the amount of need-based funds available. See calculation of financial need below:

Cost of Attendance (COA) - Expected Family Contribution (EFC) - Financial Need**Disbursement of Awards**

All financial aid will be credited to the recipients account by the JCJC FAO. Tuition, fees, room, board, books, and supplies (to the extent of the funds available) will be allowed to

be charged against the student's account. All refunds to students, over the above charges, will be disbursed to the students approximately the fourteenth week of each semester. Students will be notified by the Business Office when the refund checks will be ready for disbursement. This does not apply to students who work on campus. All work-study checks will be disbursed on a monthly basis.

Incomplete Grades

Incomplete "I" grades must be completed within six weeks after the end of the semester in which the student received an "I", if not the student will receive an "F". An "I" will have the same effect as an "F" when calculating hours attempted and quality points. When calculating semester and cumulative GPA, the "I" will be calculated until the grade is changed. Students receiving a grade of "I" in any course will not be able to receive credit for the same course in determining enrollment status until the "I" is removed.

Maximum Time

Students are not eligible for any federal financial aid at JCJC after completing 150% of the time normally required to complete their program of study, not to exceed 96 hours attempted, regardless of GPA, cumulative hours earned, or change of program. In addition, hours attempted when the student did not receive financial aid will also be calculated according to satisfactory academic progress requirements.

Developmental Courses

Students receive institutional credit and grades for developmental courses; therefore, developmental courses will be treated in the same manner as other college courses attempted.

Repeated Courses

Students can repeat courses only one time and still have them considered in determining their enrollment status for the purpose of receiving financial aid. Repeated courses will be calculated in hours attempted.

Return of Title IV Funds

The U.S. Department of Education's Higher Education Amendment Act of 1998, requires that a school return all unearned Title IV aid when recipients withdraw from school. Students who withdraw from all classes prior to completing more than 60% of an enrollment term will have their aid recalculated based on the percent of the term completed.

Federal Title IV Financial Aid includes: Academic Competitiveness Grant (ACG), Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Stafford Student Loans.

Part-time Students

If students receive part-time financial aid awards, the required number of hours to be completed will be reduced proportionately.

Priority Date

The Financial Aid Priority Date for JCJC is generally May 1, each year. Information must be processed by the federal office, and all necessary paperwork must be submitted to the JCJC Financial Aid Office by May 1, to meet the priority date.

Withdrawals

Students must be obligated to a grade in a class before that class can be used in determining enrollment status. Students who withdraw from school will be considered to have earned no credits with a GPA of 0. Completely withdrawing from a semester will be evaluated based on previous grades to determine probation or suspension status. Students who withdraw from two consecutive semesters will be on suspension with or without meeting the required GPA. Withdrawals will be calculated as hours attempted, but will not be used to calculate the student's GPA.