



Policy Name:	Federal Financial Aid Regulations					
Section Number:	5.03	Section Title:	Student Affairs			
Policy Owner:	Director of Financial Aid	Last updated:	November 2019	Reviewed:	November 2019	
Status:	Active	Due for Review:				

All students attending Jones County Junior College (Jones College), whether or not they are financial aid recipients, will be expected to maintain satisfactory academic progress (SAP) towards their declared degree objective in order to receive federal financial aid. If SAP is not met, all federal financial aid, including Subsidized and Unsubsidized loans, will be terminated. SAP will be measured based on the chart below:

Cumulative Semester Hours Attempted	Minimum Required Cumulative Grade Point Average (GPA)	Completion Rate/Percentage of Hours Passed
1-32	1.5	50%
33-36	1.75	67%
64+	2.0	67%

The chart above does not apply to state or institutional scholarships that may require a higher GPA.

SAP measures three separate standards that are reviewed at the end of each semester of attendance by the Financial Aid Office based on the cumulative hours attempted:

1. Qualitative component that measures the minimum grade point average,
2. Quantitative component that measures the pace of progression, and
3. Maximum time frame of attendance in which the student must complete the degree requirements.
The review of the maximum time frame standards includes all institutional and transfer work that has been accepted by JC, including college course(s) attended while in high school.

Begin Again or Academic Amnesty does not apply when determining Financial Aid SAP.

FINANCIAL AID WARNING & SUSPENSION

Financial Aid Warning

This status is assigned to a student the first time it is determined they have failed to meet the SAP standards based on the level of enrollment. For each SAP measurement (GPA, Completion Rate, and 84 hours for Maximum Time frame), the first violation will result in the student receiving a warning. Students are only given one semester of warning for not meeting SAP standards during their enrollment at Jones College.

Financial Aid Suspension

This status is assigned to a student that does not meet the SAP standards for a subsequent semester based on their level of enrollment. When a student is determined to be on suspension, their financial aid eligibility will be revoked or denied.

Notification of Financial Aid Warning and Suspension will be mailed to students at the end of the semester.

OTHER FINANCIAL AID REGULATIONS

Appeal Procedure

Students that are placed on suspension will be responsible for all charges incurred for subsequent semesters of enrollment. Students may appeal for review by the Financial Aid Office by completing an appeal form that can be located on the Financial Aid website under the Forms tab. The appeal is to recognize extenuating circumstances that prevented students from meeting SAP standards. Upon receipt of the appeal, the Director, or Assistant Director, of Financial Aid will review the appeal. Once reviewed, students will be notified in writing the outcome of the appeal, whether approved or denied. If the student would like to appeal the decision, a request can be made with the Financial Aid Office.

If the appeal is approved, students will be considered on probation. Financial aid will then be awarded if all other financial aid requirements have been met. Students will remain in this status until the completion of the appeal time frame, as long as the student continues to meet the conditions of the appeal. Students who do not meet the conditions of the appeal will be placed back on financial aid suspension. An appeal will not be approved for a semester that has ended. If an appeal is approved, and the student has reached the maximum of Pell Grant lifetime eligibility (600% or equivalency of 12 fulltime semesters), the appeal will not apply to the awarding of Pell Grant.

Census Date

This is the date that the Financial Aid Office determines the final enrollment for the term. Adding and dropping courses before and after the census date may affect financial aid award amounts.

Determination of Need

The information submitted on the Free Application for Federal Student Aid (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 dependent 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. The calculation of financial need is as follows: $\text{Cost of Attendance (COA)} - \text{Expected Family Contribution (EFC)} = \text{Financial Need}$.

Disbursement of Awards

Federal, state, and other financial aid will be credited to the student's account by the Jones College FAO. Any books, supplies, miscellaneous fees, and bobcat bucks (to the extent of funds available) may be allowed to be charged against the student's account if authorized. All refunds to students, over the above charges, will be disbursed to the students based on the refund method selected with the business office. Additional information on refunds can be found at www.jcj.edu/refunds. Student refund dates will be posted on the Jones Financial Aid website at the beginning of each semester. This does not apply to students who work on campus. All work-study checks will be disbursed on a monthly basis.

Dual Enrolled Students

Dual enrolled college students are not eligible to receive Title IV aid at two institutions. Dual enrolled high school students are not eligible for financial aid.

Duration of Pell Grant Eligibility

The maximum allowable time a student may receive pell grant funds is the equivalent of twelve (12) full-time semesters effective the 2012-2013 school year.

Grievance Policy

Students have the option to file a grievance with the Mississippi Commission on College Accreditation. The complaint process applies to conduct or behavior on the part of a Mississippi institution or any of its agents, representatives or employees that constitutes dishonest or fraudulent behavior, including providing false or misleading information to a student and operation of programs (including distance education) contrary to practices expected by institutional and/or programmatic/specialized accreditors. This process does not apply to complaints related to student grades or discipline/conduct matters. More information on filing a grievance can be found at http://www.mississippi.edu/mcca/student_complaint_process.asp.

Incomplete Grades

Incomplete grades that are assigned with a letter grade of “I” must be completed within six weeks of the end of the semester. If the “I” is not changed after the six-week period, the incomplete grade will be considered an “F” grade when reviewing the SAP standards.

Non-High School Graduates

Students who enroll on or after July 1, 2012, are required to have a high school diploma or a recognized equivalent. Students may receive Title IV aid if they demonstrate the ability to benefit from the academic program, and are enrolled in an eligible career pathway program as defined in the Higher Education Act.

Reinstatement of Eligibility

Students that have been placed on suspension for GPA or Completion Rate can reinstate their financial aid eligibility by meeting the general SAP standards when attending at least half-time based on the level of enrollment when the SAP standards are checked at the end of the semester(s). Students that have reached the maximum time frame are not eligible for reinstatement of financial aid eligibility without an appeal.

Remedial Coursework

Students that are enrolled in remedial coursework will still be held to the same SAP standards. The remedial coursework will be calculated in SAP standards. Students may receive financial aid for 30 attempted remedial credit hours.

Repeated Coursework

All repeated coursework will be included in the SAP review. A student may receive federal financial aid for a repeat course only once if the course was previously passed. This is for instances when a student is attempting the course again for grade improvement. Students repeating failed coursework will continue to receive federal student aid, however the failed courses will affect SAP. Career and Technical programs are not subject to the same regulations for repeated coursework. Contact the Financial Aid Office for additional guidance if needed.

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 percentage of the term completed. Federal Title IV Financial Aid includes: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), and Federal Direct Student Loans.

Priority Date

The Financial Aid Priority Date for Jones College is generally April 1 each year. Information must be processed by the federal office, and all necessary paperwork must be submitted to the Enrollment Services by this date.

Program of Study

Students are expected to enroll in courses pertaining to their college major.

Transfer Students

Credit hours from previous postsecondary accredited college(s) will be counted. Transfer students seeking a degree at Jones College are eligible to receive financial aid if eligibility requirements are met.

Transient/Guest Students

Please contact the Jones Enrollment Services for additional information.

Withdrawals

Withdrawals will be included in the total attempted hours, however these hours will not be considered earned when determining GPA. The withdrawal of courses will be included in the determination of the Completion Rate.

Rules and regulations are subject to change.