



HOW TO KEEP YOUR FINANCIAL AID HEALTHY

This information is provided to help you understand your responsibilities as a recipient of financial aid at Brewton-Parker College. Please read the information below and any other information enclosed with the award letter.

Satisfactory Academic Progress Policy:

The College is required to establish minimum standards of satisfactory academic progress. The full standards are provided in the current College catalog. You will be expected to understand and meet these standards to remain eligible for financial aid. We monitor the satisfactory academic progress of each student at the end of every semester.

Satisfactory academic progress is measured by two criteria: qualitative and quantitative.

1. Qualitative refers to grade point average. In order to comply with this component of the policy, students must meet the following requirements:

Credit Hours Calculated *	Minimum Required Cumulative Grade Point Average
0 to 30	1.5
31 to 60	1.7
61 to 90	1.9
91 and beyond	2.0

* Credit hours calculated does not include courses numbered under 100. There are limits on the receipt of state and federal financial aid, which apply to students who are enrolled in learning assistance courses.

2. Quantitative refers to the number of hours earned within specified time periods. There are two measures of quantitative progress. First, students are required to earn credit for 67 percent of the hours attempted at the end of every semester. Second, students may attempt up to 150 percent of the hours required for their majors and degrees. Students will be declared ineligible to receive federal and state financial aid once they have earned 150 percent of the number of hours required in their majors. For example:

Degree Requirements *	Maximum Time Frame
123 hours	184.5
136 hours	204
144 hours	216

*Semester hours calculated does not include courses numbered under 100. There are limits on the receipt of state and federal financial aid, which apply to students who are enrolled in learning assistance courses.

Payment of Financial Aid:

All federal, state and institutional scholarships, grants and loan funds are credited to your student account in the Business Office. Aid will not be credited to your student account until you **provide all the required forms** to the Financial Aid Office, **are fully admitted** to Brewton-Parker College and have **completed registration**.

All loans require at least half-time (6+ hours) enrollment per semester. Federal regulations require all first time loan borrowers to wait 30 days before the lender releases loan funds.

Verification of Attendance:

Federal regulations require that all students must attend classes to be eligible for federal student aid. All Brewton-Parker College Instructors will report class attendance for the first two classes. If you fail to attend your classes you will be in jeopardy of losing your financial aid funds.

Refund Checks:

The Business Office produces refund checks if a credit occurs on your student account generated from federal grants and loans or state funds. **Institutional awards cannot create a credit on a student's account.**

Georgia Hope Scholarship and GTEG:

GTEG requires **full-time enrollment** at BPC. Beginning with the fall semester 2004 HOPE Scholarship will be available for less than full-time students. Changes in your enrollment may adjust your financial aid eligibility. If your class schedule includes second session classes and you do not begin these classes and your enrollment falls below full-time as a result, your GTEG will be cancelled for the entire semester. Your HOPE Scholarship will be adjusted. Both HOPE and GTEG have an eligibility limit of 127 semester hours.

IF YOU DROP CLASSES:

If your enrollment contains second session classes and these classes are counted in the 12 hours required to qualify you for GTEG, and you drop one of these classes prior to the start of the second session (which causes your enrollment to drop below full-time) **you will lose GTEG for the entire semester.** If you add and drop and your enrollment remains full-time, you will be fine. If we must remove the GTEG, you will be required to pay the tuition costs this scholarship paid. You will also be credited with the hours attempted in your overall eligibility for HOPE.

For example:

- You register for 12 hours at the beginning of the semester and included in these hours are 3 hours of second session classes.
- You are paid your financial aid based upon 12 hours enrollment.
- You drop the second session class prior to the start of the second session. You did not attend the class and it is expunged from your academic record.
- You now are at 9 hours enrollment.
- We are required to return the GTEG to the State.
- Your HOPE Scholarship will be reduced to \$750.
- You may owe the funds these scholarships paid to Brewton-Parker College.
- Your Pell Grant will be reduced to 9 hours, and the difference in your eligibility from full-time to three-quarter time, will be returned to the Department of Education.
- You will owe to Brewton-Parker College the portion of your costs paid by the reduced Pell Grant.

IF YOU WITHDRAW:

We are required to determine what portion of financial aid you earned. This is based upon a pro-rata basis. For example, if you completed 30% of the semester, you will have earned 30% of the funds you were paid. These funds will have been posted to your student account and pay the tuition, fees and other costs for attending Brewton-Parker College. We are required to return the aid you did not earn, this includes, Pell, SEOG, LEAP, Stafford and Perkins Loans. If you received a refund of these funds, you will owe them back to the Department of Education and the Lender of your Stafford Loans. We will advise you of the full calculations and amounts that must be returned.

If federal funds are returned, you will also incur a bill with Brewton-Parker College for the costs that were covered by the aid that is required to be returned. If you owe BPC funds, your academic transcript will not be released and if the bill is left unpaid, collection efforts will be used. If a collection agency becomes involved, the cost will increase significantly.

Withdrawing also will impact your satisfactory academic progress. You may lose your eligibility to qualify for Federal Student Aid.

For full details on the withdrawal procedure and satisfactory academic progress standards, please refer to the College catalog.

Please consider all the results that either dropping a second session class or withdrawing can cause you. Please contact the Financial Aid Office or the Cashiers Office before you proceed with either of these options.