

# Financial Aid Handbook 2016-2017

Please note that due to new or updated Federal and State regulations, the information on the FA Handbook may be updated or changed. Student Financial Services will notify its students of any changes using their MPC email.

## Federal Aid Eligibility:

- Be accepted at MPC for admission.
- Be enrolled in an eligible program leading to a degree or certificate.
- Be in good academic standing.
- Demonstrate financial need.
- Be a U.S. citizen or eligible non-citizen.
- Comply with Selective Service Registration requirements, if male between 18-25 years of age.
- Not be in default on any federal loan or in repayment of a federal grant.
- Have a valid social security number.
- Have earned a high school diploma, General Educational Development (GED), or California High School Proficiency Examination.

## Available Programs

- **Federal Pell Grant:** Applicants who meet all requirements will receive a Federal Pell Grant based on need and number of units in which they are enrolled. Maximum Pell Grant is \$5,815 for the academic year.
- **Federal Supplemental Educational Opportunity Grant (SEOG):** Students who are eligible for additional assistance may be offered an SEOG if eligible for the Pell Grant. Funds are awarded based on priority and need.
- **Dream Act:** Allows AB540 student to receive State Financial Aid; such as Cal Grant, Board of Governors Fee Waiver, and some scholarships. Cal grant and scholarships require additional documents.
- **Cal Grants:** Cal Grant recipients must be *California residents and eligible AB 540 students*. The Cal Grant application is separate from the FAFSA. To apply, the FAFSA and Cal Grant GPA Verification Form must be postmarked by March 2nd or September 2nd. The Cal Grant is an entitlement or competitive Grant and not all applicants receive funds. For more information, see [www.csac.ca.gov](http://www.csac.ca.gov).
- **Scholarships** are funds provided by various donors. The MPC Scholarship Booklet is released in February. Check the MPC Student Financial Services website for outside scholarship information.
- **Federal Direct Loans** are low interest loans for students and parents to help pay for the cost of a student's education. The lender is the U.S. Department of Education rather than a bank or other financial institution. Please see Federal Direct Loan link at [www.mpc.edu/financialaid](http://www.mpc.edu/financialaid) for further details.
- **Federal Work-Study** is On- or off-campus jobs (financed primarily with federal funds) are awarded to students with financial need. Special consideration is given to students who apply by the priority deadline date. The average student's Federal Work-Study allocation produces an income of approximately \$2000 for the academic year. A student is allowed to work 20 hours per week.

- **Board of Governor's Fee Waiver (BOG)** is a state-funded award available to *California residents* and eligible AB540 students attending a California Community College. This waiver is applicable from the summer to spring semester and **ONLY applies to enrollment fees**. *Note that the BOG Fee Waiver is not a cash award, does not cover other educational expenses, and needs to be completed prior to the semester ending.*

Satisfactory Academic Progress (SAP) may affect your eligibility for the fee waiver. You must maintain a minimum 50% pace progression and 2.0 GPA. If you lose your eligibility for the fee waiver, you may submit an appeal or sit out two consecutive semesters (excluding summer term) at MPC. Please be sure to register for your classes each semester by your priority registration deadline, as this may benefit your waiver status.

- Bog A: Subsistence
- Bog B: State income guidelines.
- Bog C: Based off of need, which the need amount must be \$1104.

### Cost of Attendance (COA)

In order to treat students in like situations equally, standardized budgets are established each year and are applied to applicants in similar situations. Students with similar circumstances will receive the same allowances for tuition & fees, room & board, books & supplies, transportation, and personal expenses. Budgets are established by the California Community College Chancellor's Office.

For a more accurate estimate on the cost of attendance and the amount of grants and scholarships you may be eligible for at MPC use our [NET PRICE CALCULATOR](#) (add link).

#### California Resident

Budget Expenses	Living with Parents	Sharing Expenses	Away from Home
Tuition & Fees	\$1,404.00	\$1,404.00	\$1,404.00
Room & Board	\$5,661.00	\$9,576.00	\$15,228.00
Books & Supplies	\$1,792.00	\$1,792.00	\$1,792.00
Transportation	\$1,125.00	\$855.00	\$1,260.00
Personal Expenses	\$3,195.00	\$2,340.00	\$2,925.00
<b>Total</b>	<b>\$13,177.00</b>	<b>\$15,967.00</b>	<b>\$22,609.00</b>

#### Out of State Students

Budget Expenses	Living with Parents	Sharing Expenses	Away from Home
Tuition & Fees	\$7,204.00	\$7,204.00	\$7,204.00
Room & Board	\$5,561.00	\$9,576.00	\$15,228.00
Books & Supplies	\$1,792.00	\$1,792.00	\$1,792.00
Transportation	\$1,125.00	\$855.00	\$1,260.00
Personal Expenses	\$3,195.00	\$2,340.00	\$2,925.00
<b>Total</b>	<b>\$18,877.00</b>	<b>\$21,767.00</b>	<b>\$28,409.00</b>

## Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) allows students at an institution of higher education to control outside access to their educational records, including requests for information from their parents, guardians, or others as designated by the student. Without a student's written consent, Student Financial Services may not disclose information from a student's educational records to outside third parties.

### Processing Timeline

**Step 1:** File a FAFSA at [www.fafsa.gov](http://www.fafsa.gov).



*Need help? FAFSA workshops are available. See our website for dates and times. [www.mpc.edu/financialaid](http://www.mpc.edu/financialaid)*

**Step 2:** FAFSA results are sent to student. *(1-3 weeks)*

*Note: School begins receiving FAFSAs in February*

**Step 3:** Financial Aid Office sends Tracking letter & sub-sequential emails, to your MPC email account, to request documents. Students with no grant eligibility are notified via student MPC email. Check WebReg: [My Financial Aid](#) for updates. *(1-3 weeks)*

**Step 4:** Student submits **ALL** requested documents. *(??? Weeks? This depends on you!)*



**During peak processing periods (April -September), timelines could be doubled for steps 5-8.**

**Step 5:** Financial Aid Office receives documents and posts. *(1-2 weeks)*

**Step 6:** File is reviewed, eligibility is determined, and discrepancies resolved. (Steps 4, 5 & 6 are repeated for discrepancies.) *(up to 4 weeks)*

**Step 7:** Awards are processed and Award Notification is mailed. *(1-2 weeks)*

**Step 8:** Awards are disbursed through Fiscal Services in the Administration Building. *(1 week)*



**Making unnecessary corrections on FAFSA and/or submitting incorrect forms will cause delays!**

## **Fraud**

If you are the student, by signing the FAFSA and Financial Aid forms you certify that you (1) will use federal and/or state student financial aid only to pay for educational costs to attend an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, (4) will notify your college if you default on a federal student loan and (5) will not receive a Federal Pell Grant from more than one college for the same period of time.

If you are the parent or the student, by signing the FAFSA and Financial Aid forms you agree, if asked, to provide information that will verify the accuracy of your completed file. This information may include U.S. or state income tax forms that you filed or are required to file. Also, you certify that you understand that the Secretary of Education has the authority to verify information reported on the FAFSA with the Internal Revenue Service and other federal agencies. If you sign any document related to the federal student aid programs electronically using a personal identification number (PIN), you certify that you are the person identified by the PIN and have not disclosed that PIN to anyone else. If you purposely give false or misleading information, you may be fined up to \$20,000, sent to prison, or both.

## **Release of Information**

If you would like your information to be released, you will need to submit the Authorization to Release Educational Records or Authorization for Mail form in-person to Student Financial Services.

## **Major Disbursement Dates:**

Student Financial Services has 5 scheduled disbursements per academic year. There are two (2) disbursements in Fall and Spring semesters, and one (1) for summer session.

Disbursements for students who have submitted their financial aid documents during the semester are scheduled weekly to accommodate timely disbursement of funds.

<b>Semester</b>	<b>Disbursement Schedule</b>
Fall	August 22, 2016
Mid-Fall	November 1, 2016
Spring	January 24, 2017
Mid-Spring	March 29, 2017
Summer	June 6, 2017

To receive your financial aid monies, bring your MPC ID or CA ID/Driver's license to Fiscal Services in the administration building. To have your funds mailed to you, contact the Financial Aid Office.

**When must I be enrolled in a class in order to be paid on the disbursement dates (Drop-Dead Dates):**

<b>Semester</b>	<b>Drop Dead Date</b>
Fall	August 10, 2016
Mid-Fall	October 19, 2016
Spring	January 11, 2017
Mid-Spring	April 11, 2017
Summer	May 19, 2017

**Dropping classes and how it affects the amount of aid I receive**

Financial aid calculations are based on the number of units in which a student is enrolled each semester/session.

<b>Number of Units Enrolled in per Semester:</b>	<b>Enrollment Status:</b>
12+ Units	= Full Time
9 to 11.5 Units	= 3/4 Time
6 to 8.5 Units	= 1/2 Time
Less than 6 Units	= Less than 1/2 Time

Please understand that your award will change during the semester if you increase or decrease your amount of units by the second drop dead date of the semester.

**Overaward (dropping below 6 units)**

If you drop below 6 units, at any time during the semester, and have picked up any Federal funding, you will need to repay some of this funding. At a less than 1/2 time status you may not be eligible for the total amount of funding that you received, which means you were overpaid. You will be notified of any funds owed to the Department of Education. Overawarded funds will need to be repaid within 45 days. If you do not pay within the 45 day period, your overaward will be referred to the Department of Education's Debt Resolution Services. You will be reported to the National Student Loan Data System that will put a block on future financial aid at any college.

## **Return of Title IV Funding**

If you withdraw from all classes before completing more than 61% of the semester or drop below 6 units, you will be required to return any "unearned" Federal funds. Your official withdrawal date will be the effective date of withdrawal entered into MPC's computer system. Return to Title IV funding will need to be returned within 45 days. You will be notified of any funds you may owe. You will be reported to the National Student Loan Data System that will put a block on future financial aid at any college.

If you drop all classes before the mid-Fall or mid-Spring "Drop-Dead Date", you will need to repay some or all of your Federal funds. If you officially drop your classes after these dates you will not need to repay any Federal funds.

If you withdrew from school early and did not receive all of the Federal aid for which you were eligible, we will send you a letter offering the aid. This is called a post-withdrawal disbursement. You will need to notify us within 14 calendar days whether or not you want the funds. If you accept the funds, a check will be mailed to you.

If you end the semester with a combination of all unearned F's and/or W's, we will be required to process you as a Return to Title IV for that semester.