

2011-2012 Dixie Applied Technology College

Financial Assistance Information

The decision to invest in your future by attending college is one of the most important choices you will ever make. DXATC'S educational costs can be paid for with a combination of cash payments, federal need and/or non-need based aid, and other programs available to those who qualify. The Financial Aid Office is prepared to assist in determining which types of aid you "may" be eligible to receive, as well as in providing the information required by your other programs or sponsors.

TO APPLY FOR FINANCIAL AID

The DXATC priority deadline for the FAFSA is May 15th of the current application year

1. To be considered for federal financial aid you must:

- **PIN:** Request a PIN Number to utilize electronic signature for the FAFSA – www.pin.ed.gov
- **FAFSA:** Complete and submit the 2011-2012 (FAFSA) Free Application for Federal Student Aid which is available on line (after January 1, 2011) @ www.fafsa.ed.gov (DXATC Title IV CODE is **041217**)
- **VERIFICATION:** Review your SAR (Student Aid Record.) **If you have been selected for verification**, please complete the necessary verification paperwork. **NOTE:** The U.S. Department of Education (USDE) randomly selects federal aid applications for a process called verification. If selected, you and/or your parents will be required to complete a verification worksheet and to submit signed copies of your 2010 federal income tax return(s). These forms will be used for verification purposes only and will be retained within the student financial aid file.

2. Once you have completed the steps above please call Student Services for an appointment to complete your application process.

- You must be enrolled as a matriculated¹ student before any formal offer for financial assistance can be made. In order to be considered a matriculated student you must submit the following during your appointment:
 - A DXATC Registration Form (including the Credit Balance statement) www.dxatc.edu Click on "Register Now".
 - A \$40 Registration fee payment
 - A signed DXATC Enrollment Agreement which includes detailed program data
 - Proof of your high school graduation, and (Official College Transcript(s) if transferring credit hours)

3. Satisfactory academic progress (SAP) must be met in order to receive or renew financial assistance. Please refer to the DXATC College catalog for SAP requirements.

Once you have been admitted to DXATC and the Financial Aid Office receives the required items listed above, your file will be reviewed for eligibility for financial assistance. DXATC will begin notification of eligibility to enrolled students in mid-March by mailing a preliminary award estimate letter. Award estimates will not be provided until the Financial Aid Office has received all of the necessary paperwork (including the verification worksheet and tax copies). If you indicate an interest in a student loan program, the loan application will accompany the award letter.

The total amount of grant and loan awards will not exceed the cost of attendance (COA) which may include tuition, loan fees, required books/supplies, estimated room and board, personal, travel and sometimes child care expenses. DXATC designs all initial awards packaging to assist with direct educational costs "only" and requires additional steps when applying for loan proceeds funding.

TIPS TO REMEMBER

Always **apply early** when institutional, federal, state and other programs are required in order to attend.

Read all instructions carefully and answer all questions accurately.

File the FAFSA **electronically** for quick and accurate processing, or use first class mail for the paper FAFSA. **The Paperwork Reduction Act: No one is required to respond to a collection of information unless it displays a valid OMB control number; for a FAFSA (1845-0001).**

Notify the Financial Aid Office immediately if there are changes in your family's financial situation or if you receive an outside scholarship(s).

Failure to comply with these requirements may result in the denial or termination of your packaged award.

Students must have an NSLDS record on file in the Financial Aid Office, as well as all transfer credits determined in order to be considered for a final award package. **Begin the transfer process in a timely manner.**

Please keep copies of submitted documents for your personal records.

¹ A student is considered matriculated when the student is officially admitted to the college and has declared a field of study that will lead to the awarding of a certificate.

Your Financial Aid Essentials

Once you have completed all Federal and DXATC financial aid applications, you will receive an Estimated Financial Aid Plan and/or an award letter. The Estimated Financial Aid Plan signals your approval for Pell funds. You may now begin your program. If there is a delay in determining financial aid eligibility, you may begin your program of study prior to approval by utilizing another source of funds such as: self-pay, scholarships, or sponsorships.

The U.S. Department of Education breaks your first academic year award into 2 equal payments to your DXATC student account:

- 0-450 hours, first payment
- 451+ hours, second payment

A third payment can be made to your DXATC student account if you complete more than 900 hours in a calendar year to be disbursed after you reach 901 hours and have met Satisfactory Progress requirements.

You **MUST** maintain Satisfactory Academic Progress each payment period to receive the funds. Satisfactory Academic Progress is defined as:

- **Progress:** Pass your classes – 67% or better progress
- **Attendance:** Attend 85% of the time - like a job, you earn approximately one sick day per month and can only take one sick day.
- **Contract:** Pell requires that you contract and attend 12 hours or more per week.

In the event you do not meet Satisfactory Academic Progress during one payment period, you will be placed on probation for the next payment period. If you fail to meet Progress during that probationary payment period, you will lose your Pell funds and eligibility for the third payment period. Your aid can be reinstated for the fourth payment period if you regain your Satisfactory Academic Progress status.

Pell is paid out in multiple disbursements (two or three) which you must “earn” during each of the 450-hour payment periods. The College retains funds from your Pell disbursements to cover the ENTIRE cost of the payment period for which you are registered. You may receive extra funds once you are matriculated into the program and Satisfactory Progress is met for the current payment period.

The full Student Financial Aid Policy can be found in your student catalog. You may download an electronic copy at www.DXATC.edu/catalog. If you have questions, please contact DXATC Student Services.



2011 – 2012 Financial Aid Application



NAME: _____
Last First Middle Preference

PERMANENT ADDRESS: _____
Street City State Zip

LOCAL ADDRESS: _____
Street City State Zip

PERMANENT TELEPHONE: () _____ LOCAL TELEPHONE: () _____

SS #: _____ BIRTHDATE: _____ E-MAIL _____

PROGRAM OF INTEREST: _____ SCHEDULE: _____

CLASSIFICATION INFORMATION

During 2011-2012: <input type="checkbox"/> First Year <input type="checkbox"/> Second Year	Status: <input type="checkbox"/> New student <input type="checkbox"/> Transfer student	Enrollment Status: <input type="checkbox"/> Full-time <input type="checkbox"/> 3/4-Time <input type="checkbox"/> Part-time	Attending <input type="checkbox"/> Full academic year <input type="checkbox"/> 1 st semester only <input type="checkbox"/> 2 nd semester only	Housing Plans: <input type="checkbox"/> Dependent LVG w/ parent(s) <input type="checkbox"/> Dependent LVG on own <input type="checkbox"/> Independent <input type="checkbox"/> Married <input type="checkbox"/> Single
Transfer Credits? <input type="checkbox"/> YES <input type="checkbox"/> NO (Official Transcript Required)				
Please select one: <input type="checkbox"/> High School Diploma <input type="checkbox"/> GED <input type="checkbox"/> Other (ATB)				

LIST ALL OTHER COLLEGES OR UNIVERSITIES YOU HAVE ATTENDED

College Name	City/State	Dates Attended

(ADDITIONAL PAGE MAY BE ATTACHED IF NECESSARY)

FINANCIAL ASSISTANCE (Please check all types of financial assistance for which you are applying)

FEDERAL AID

- FEDERAL PELL GRANT
- FWS (Federal Work Study)
- PARENTAL PLUS LOAN
- FSEOG (Federal Supplemental Educational Opportunity Grant)
- SUBSIDIZED STAFFORD LOAN
- UNSUBSIDIZED STAFFORD LOAN

STATE AID

- DWS PROGRAM
- APPRENTICESHIP PROGRAM (Referral Only)
- List Source(s): _____
- WIA PROGRAM
- OTHER STATE ASSISTANCE

OTHER

- EMPLOYEE TUITION DISCOUNT
- MILITARY TUITION ASSISTANCE
- OTHER SCHOLARSHIP: List Sponsor & Amount _____
- TUITION EXCHANGE
- VOCATIONAL REHABILITATION

DXATC does not unlawfully discriminate on the basis of any status or condition protected by applicable federal or state law during the administration of its educational policies, admission, financial assistance, employment, educational programs, or activities. I acknowledge I have read and understand the requirements of financial aid and satisfactory academic progress.

APPLICANT SIGNATURE _____

DATE _____

Credit Balance/Post Withdrawal Statement

Student's Name (Please Print)

Social Security Number

A "Credit Balance" is that amount of money remaining after the student has paid educational charges for tuition, books, fees and any other supplies, if required, for the program costs within the student's enrollment plan.

A "Post Withdrawal Disbursement" is a disbursement of Title IV aid that was earned, but not yet received prior to a student withdrawing from the program. A post withdrawal disbursement will be applied to current institutional charges. It may also be applied to other current non-institutional charges (such as additional books and supplies purchased through DXATC) and any prior year balance which may exist on the student's ledger account.

STUDENT CERTIFICATION

I understand that my student account may have a credit balance during my enrollment at Dixie ATC (DXATC) and understand the following statements regarding the administration of my Student Account:

FOR STUDENTS RECEIVING "TITLE IV" AID (PLEASE READ & INITIAL EACH STATEMENT)

_____ I certify that my educational funds are to be applied against any outstanding balance on my student account. Current, past (up to \$200) and any future charges for tuition, books, fees, laboratory, or equipment charges can be included if necessary.

_____ I certify that I am aware of my right to cancel any and all disbursements of a student loan. Cancellation must take place by the later of the first day of the payment period or within 14 days of each disbursement. To request a cancellation I must complete a Loan Cancellation Form that is made available through the College Financial Aid Office.

_____ I understand that loan funds must be repaid when my program is completed. All federal loans are reported to the National Credit Bureau Organizations, and that defaulted loans will affect my credit report negatively.

_____ DXATC is allowed to retain the credit balance in my account to cover any additional expenses that I may incur prior to the end of the academic year to assist in managing my educational funds. I understand this is optional.

_____ I understand that distribution of Title IV funds borrowed for additional educational costs will occur after I have attendance for 61% of the enrollment period. Please refer to the College Catalog for the definition of an enrollment period.

_____ I understand that any account balance must be paid in full prior to the end of the current payment period. If not paid by the end of the 10th week of the current payment period, I may be unable to register for the subsequent enrollment period. If the balance on my student account is not funded by the final week of the enrollment period, I may be unable to receive a final grade for the quarter.

_____ DXATC is allowed to apply any post withdrawal disbursement I may be eligible to receive for any institutional charges, such as books, equipment or supplies purchased during my enrollment including any prior year balances (up to \$200) that currently exist on my student ledger account.

_____ I understand DXATC will assess a \$20.00 service fee to my student ledger account for any returned/unpaid check and this will result in a balance due.

NOTE: Signing this form is optional and is not required for admission or enrollment to Dixie Applied Technology College.

I understand that I have the option to change my decision regarding a credit balance on my student account at any time. I will be required to rescind this decision by completing the request provided on this form.

Student's Signature

Date

Please schedule an appointment with the Financial Aid Office if you wish to rescind your credit balance authorization.

FA OFFICE / STUDENT USE FOR RESCINDING ONLY

I have decided to rescind authorization for any current credit balance retained on my account and request that available funds be provided to me within 14 days from today.

Student Signature

Date

