

Florida Atlantic University

Regulation 4.012 Student Affairs: Student Financial Aid.

(1) General Information. Florida Atlantic University offers a variety of financial aid programs including grants, scholarships, loans and part-time employment to help students meet educational expenses. Assistance is provided in compliance with federal and state regulations, in a manner that serves the University's plan for equalizing educational opportunity.

(a) All financial assistance programs are administered by the Student Financial Aid Office in accordance with a nationally accepted policy that the family, meaning parents, student, and spouse (if applicable), is responsible for the student's educational expenses. Financial need for aid programs is established by a comparison of the total educational cost (budget) with the expected family contribution.

(b) Financial aid is awarded on the basis of greatest financial need and academic merit. Priority is given to those students who apply by the priority deadline of March 1 for the following academic year. Awards for late applicants are contingent upon the availability of student aid funds. The FAU financial aid program is administered without regard to race, creed, color, sex, physical handicap or national origin.

(2) Financial Aid Committee. The Financial Aid Committee, appointed by the Vice President for Student Affairs, recommends policy on matters relating to financial aid and program objectives in support of the University's master plan. The Committee is composed of academic and administrative representatives of the various colleges and departments of the University and includes one student member.

(3) Application Procedures. Student aid applicants must complete the steps listed below, before an aid offer can be made to them:

(a) Return the completed FAU Financial Aid Application to the Student Financial Aid Office.

(b) File the Financial Aid Form (FAF) with the College Scholarship Service.

(c) Apply for admission to the University and be accepted as a degree seeking student.

(d) Submit financial aid transcripts from all post-secondary institutions previously attended (if applicable).

(e) Submit signed copies of parent's and/or student's income tax forms for the previous year.

(f) Submit a copy of the resident alien card or valid non-citizen document (if applicable).

1. Financial assistance is awarded for the Fall and Spring semesters prior to the beginning of the academic year. Applications for the Summer semester are available during the Spring term of the award year.

2. Students must reapply for all financial aid programs annually. To remain eligible for assistance at Florida Atlantic University a student must be eligible for continued enrollment at the University and make measurable academic progress in earning a degree according to the requirements of the Satisfactory Academic Progress Policy for financial aid recipients.

(4)(a) Awards. The student's financial need is met by an aid package which

combines gift aid (grant and/or scholarships) and self-help (loans and/or employment). Students are notified of financial aid awards beginning in May for the following academic year. An award must be accepted (or rejected) and the official Award Letter signed and returned to the Student Financial Aid Office, along with a signed copy of the Conditions of the Award, within two weeks of receipt by the student.

(b) Students must notify the Students Financial Aid Office of any changes in financial resources which might have a bearing on their financial aid award. The Student Financial Aid Office reserves the right to cancel or revise an award due to changes in the student's financial or academic status.

(5)(a) Enrollment Requirements. Priority for financial aid is given to full-time students (with the exception of the Pell Grant and Guaranteed Student Loan programs). Undergraduate students enrolled on a part-time basis (6-11 credits) will be considered for aid as funds permit. Graduate students must be enrolled for at least half-time (5 graduate credits) in order to receive financial assistance.

(b) Students who participate in a concurrent enrollment program with an eligible community college must be enrolled for a minimum of six credits at Florida Atlantic University during that term in order to be eligible to receive financial aid from FAU. In addition, the following forms must be submitted to the FAU Student Financial Aid Office:

1. A copy of the FAU dual enrollment registration authorization form, signed by the student's advisor.
2. A validated copy of the student's course schedule and fee receipt form for fees paid at the other institution.
3. A copy of the grade report for courses taken at the other institution is required, for verification of satisfactory academic progress.

(6) Satisfactory Academic Progress. In order to be eligible to receive financial aid funds, Federal regulations require that students must demonstrate satisfactory academic progress in their selected course of study according to standards described in the University's policy. These standards include qualitative (grade point average) and quantitative (number of credit hours) requirements as well as a maximum time frame (number of semesters) allowed to complete a degree. A copy of the Satisfactory Academic Progress Policy is enclosed with the award letter for review by the student prior to the acceptance of any aid offered.

(7) Financial Aid Appeals. Petitions for review of decisions made by the Student Financial Aid Office must be submitted in writing with attached supporting documentation. Requests may be made for the review of financial aid offered and/or review of termination from financial aid due to lack of satisfactory academic progress. Notification of the petition outcome is made by mail. Students who wish to pursue their appeal further may request a review by the Dean of Students.

(8)(a) Deferments. Tuition fee deferments may be issued only to financial aid recipients whose projected aid resources will not be available for disbursement during the first week of classes. Students seeking a deferment must have the Controller's Office defer their fees prior to the last day of the first week of classes in order to avoid cancellation of courses and/or payment of a late fee.

(b) Housing deferments can only be issued to financial aid recipients receiving enough aid to cover both tuition and housing fees. Housing deferment forms will be

mailed each term by the Student Financial Aid office to eligible students for submission to the Cashier's Office by the published payment deadline.

Specific Authority 240.227, 240.209 FS. Law Implemented 240.415, 240.437 FS. History—New 11-11-87. Formerly 6C5-4.013.