

Federal Pell Grant Instructions and Policies

ISOTHERMAL COMMUNITY COLLEGE

OFFICE OF FINANCIAL AID

Federal Pell Grant Award

Your Federal Pell Grant is divided into semester payments. The amount you receive will be based on the number of credit hours for which you enroll. The courses you take **must** be required in your designated curriculum (major). You cannot receive funds for courses not required within your curriculum nor can you receive funds for classes you choose to audit. You cannot receive funds for classes you repeat unless you have previously withdrawn, failed, or received a grade of D in the class you are repeating. Courses eligible to be repeated will only be paid for one additional time. Your award letter shows the amount of Pell Grant you are eligible to receive at each level of enrollment. **Your enrollment status will be determined at the end of the census date as published in the student handbook.**

Listed below are programs for which the enrollment status is calculated based on contact hours, as opposed to credit hours. If you are majoring in one of these programs, your enrollment status will be calculated in accordance with a Title IV formula that is based on contact hours. This list is subject to change as new programs are added or should the requirements for a program be changed.

- Autobody Repair (Diploma D60100)
- Basic Carpentry (Certificate C3514001)
- Building Construction (Diploma D35140)
- Business Admin - Customer Service (Diploma D2512B)
- Computer Engineering Technology (Diploma D40160)
- Cosmetology (Diploma D55140)
- Cosmetology Instructor (Certificate C55160)
- Esthetics Technology (Certificate C55230)
- Esthetics Instructor (Certificate C55270)
- Electrical/Electronics Technology (Diploma D35220)
- Occupational Education (Diploma D55320)
- Machining Technology (Diploma D50300)
- Manufacturing Technology - Plastics (Diploma D5032A)
- Practical Nursing (Diploma D45660)
- Surgical Technology (Diploma D45740)

Payment of Fees



After seeing your advisor to register for classes, go to the Business Office and tell the cashier you have a Federal Pell Grant. Your tuition and fees will be charged against your grant award. You will be given a copy of your class schedule for your records. You do not have to bring your schedule by the Financial Aid Office.

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Book Charges

You may purchase books and supplies against your Pell Grant account during the dates published by the Bookstore. You must notify the Bookstore that you have a Federal Pell Grant and present them with a copy of your schedule and a picture ID. You also need your Student ID number. The Bookstore cannot access your account without your Student ID number. Only required books and supplies may be charged to your Pell Grant account. If you indicated on your award letter that you do not wish for your books and supplies to be deducted from your Pell Grant, you will be required to pay for these items on your own.



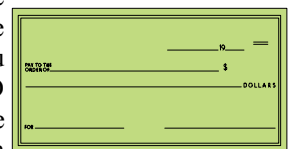
Adjustments to Your Federal Pell Grant

Your Federal Pell Grant award amount will be calculated based on your enrollment status as of the census date. Should you withdraw or if you are dropped from classes, your grant amount will reflect this change in your schedule. If you withdraw or are dropped from any of your classes after the census date, you may have to repay all or a portion of your Pell Grant. If you find it necessary to withdraw, please contact the Financial Aid Office prior to withdrawing so you can be advised as to how this will effect your future eligibility.

You will not receive payment for classes you audit or for classes in which you are listed as a "no show". Pell Grant will not pay for any courses you have already passed or are transferring in from another institution. Additionally, it will not pay for any classes that are not required within your major.

Disbursement of Remaining Funds

Any funds remaining in your Federal Pell Grant account, after charges for tuition, fees, books, and supplies have been applied, will be paid to you. For those students who have completed all of their paperwork and signed an award letter prior to the beginning of the term, their checks are ready for release no later than fourteen days after the census date of the semester. Checks will then be written every two weeks after that for those students who have not completed their paperwork early enough for the first processing of checks. Checks can be picked up at the Business Office between 8:30 a.m. and 4:30 p.m. You will be required to present a picture ID to get your check. Checks will not be released to anyone other than the person whose name appears on the check.



Return to Title IV

If a student withdraws from all of their courses (official withdraw), receives a failing grade in all of their courses (unofficial withdraw), or has a combination of all withdraws and failing grades, a Return to Title IV refund calculation must be performed. This calculation determines the amount of funds the college and the student must return to the U.S. Department of Education. Any funds returned by the college will cause the student to owe the college. Students are notified in writing when this calculation indicates funds must be returned. It is highly advisable that you be in contact with the Financial Aid Office prior to withdrawing from any of your courses.

Outside Scholarships

Students receiving financial aid from sources outside the institution must inform the Financial Aid Office so this aid can be coordinated with the other assistance you are receiving. Failure to notify the Financial Aid Office could result in an over award. This could cause you to have repay the amount over awarded.



Summer Pell Grants

Congress made a major change to the Pell Grant program that will begin during the 2009-2010 award year. They have authorized Pell Grants to be awarded year round. A student can now receive a regular Pell Grant award for the fall, spring, and summer semesters regardless of their enrollment status for the fall and spring semesters. Your award letter will reflect this change.



Developmental Courses

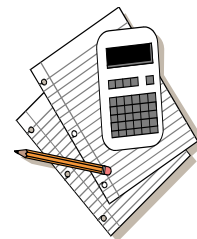
You may **attempt** up to 30 credit hours of developmental course work (RED 80, RED 90, ENG 90, ENG 95, MAT 60, MAT 70, and MAT 80) with the assistance of federal financial aid. All hours attempted beyond the 30 credit hours will not be counted in your enrollment status. Developmental courses you have taken previously and passed will also not be counted in your enrollment status. If you should withdraw from a developmental course and receive a grade of W, that course will be counted as attempted.

Satisfactory Progress

All students receiving federal assistance must meet minimum standards of progress to remain eligible. Please make sure you have read and are familiar with the academic and progress policies listed in the Isothermal Community College catalog. Also, you may refer to the "Satisfactory Academic Progress for Financial Aid Recipients" sheet that is included in your award packet. Remember, it is **your** responsibility to maintain satisfactory academic progress. It is also your responsibility to be aware of the consequences for not maintaining a satisfactory level of progress.

Reapplying for Financial Aid

Your financial aid award covers a period of one award year. At Isothermal an award year is defined as the fall, spring, and summer semesters. For example, the 2009-2010 award year would be fall 2009, spring 2010, and summer 2010. You must reapply for financial aid each award year. Your financial aid **will not** be automatically renewed. The financial aid applications are available in January of each year. For example, the applications for the 2010-2011 award year will be available in January 2010. Please be sure you complete a new application each and every year. You may complete either a paper application which can be obtained by calling 1-800-4 FED AID (1-800-433-3243) or you can complete the application online at www.fafsa.ed.gov. Applying online is the easiest and fastest way to reapply. Those needing assistance completing their FAFSA should come to the Financial Aid Office. Computers and staff members are available to help you complete and submit your application.



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