Enclosed you will find one copy of your current financial aid award. Awards showing on this notice are based on the fact that you will be a MATRICULATED student and that you will carry a certain number of credits. Lack of matriculation will cause ineligibility and a change in your enrollment status should be reported to the Financial Aid Office as it may affect your award.

TAP

Only full time* students who have at least one course that covers the 15 week semester and are taking coursework within their degree are eligible to receive TAP. It will continue to show on your award letter when you are part time because we wish all students to be aware of what they could receive if they attended FLCC full time. You apply for TAP by completing the Express TAP Application (ETA) sent to you by the state after completing the FAFSA form or by completing your FAFSA online and linking directly to the ETA.

You may access your TAP application at any time at www.hesc.com to:
- check the status
- request a duplicate application
- change the college you will attend
- change your address

* Students with disabilities may be eligible for TAP as long as they carry 3 credit hours.

PELL GRANT

Pell Grant awards are always shown on the award letter as full time awards. Just prior to billing, the college will change the award to match the number of credits that the student is actually taking.

ACADEMIC COMPETITIVENESS GRANTS (ACG)

Students who receive ACG awards in their first year of school must remain full time in order to continue receiving the award. After accruing 24 credit hours, a student may be considered for a second year award if the GPA is at least 3.0 and they remain full time.

WORK STUDY

If you are a recipient of Federal Work Study funds, you must be placed in a job before you can start to work. The college uses a percentage of their funding in positions that are community service. If you are interested in a community service position, you should inquire at the time of placement. All work placements are done in the Financial Aid Office commencing the week before the semester begins. Students will receive a mailing in August explaining placement procedures. Students awarded Federal Work Study after the school year begins should inquire at the Financial Aid Office as to placement procedures. Awards of $2200 equal 10 hours of work per week. Students may read about our work study program at www.flcc.edu/financial_aid.
STAFFORD LOANS

All money received from the Federal Stafford Loan and the Federal Parent Loan for Undergraduate Students must be repaid according to the terms of the promissory note that is signed when you apply for the loan. These loans will be repaid to the bank you designated as your lender or its servicer.

If you have already submitted a Stafford or PLUS Loan application to our office and the amount does not appear on this award letter, you will receive a second award letter as soon as the loan is processed. New student loans cannot be approved until the student actually registers for classes.

If you are receiving a Federal Stafford Loan for the first time at Finger Lakes Community College, you must have an Entrance Interview in the Financial Aid Office before the college will disburse the loan funds to you. You will find an Entrance Interview form enclosed if we do not have one on file. The entrance interview can be done electronically on the web at www.mapping-your-future.org or by coming to the Financial Aid Office.

Subsidized Stafford Loan - The federal government pays the interest while students are at least half time and for six months after leaving college. At that point interest will begin to accrue and repayment will start.

Unsubsidized Stafford Loan - Interest accrues while students attend school. Payments can be made on the interest or deferred until six months after leaving college when repayment begins.

If you are approved for a Stafford or PLUS Loan, the earliest that FLCC disburses funds to students is the fourth week of the semester, but never before a student begins his sixth credit. All awards are disbursed in two equal allotments, typically once in the fall semester and once in the spring semester. The award letter will show the gross amount of the award. Currently, some banks are withholding 1 1/2% prior to sending the funds to the college to cover an origination fee and insurance costs. You have the right to cancel your loan at anytime prior to the disbursement of funds. Just be aware that if you used the loan to defer payment on your tuition, and you cancel it, your tuition will become due automatically. Students may check on the status of their loan with the guarantor on the web at www.hesc.com or by calling 800-642-6234.

After Finger Lakes Community College processes a Stafford Loan, the student receives an approval notice form New York State Higher Education Services Corporation (HESC) which gives an approximate date that the funds will be sent to the college. Then the Bursar's Office sends a notice to the student when the funds are received.

BILLING AND DEFERRALS

Semester bills are mailed to students in early July for the fall semester and in late November for the spring semester. There are approximately four weeks before the bill is due. Students not paying their bill or deferring it against financial aid on time run the risk of losing their classes.

One half of each actual award (except Federal Work Study and EOP) may be used as a credit on your semester tuition bill. If you receive your bill and your financial aid credits do not appear on it, it is your responsibility to see that a deferral is issued if needed. A deferral is an extension of time on the bill until the financial aid is received by the college. A deferral is received by contacting the Financial Aid Office prior to the due date of the bill. Since a deferral is actually a promissory note, it is necessary for the student to come in person to fill out the application. All funds awarded must go first toward payment of direct educational expenses as reflected by your account with the Bursar's Office. Any excess will be delivered to the student by that same office. The Financial Aid Office will provide notice
of each disbursement beginning with the fall semester. Generally, funds are available every two weeks after the seventh week of the semester.

It is your responsibility to report any outside awards, such as grants and scholarships that you receive, to the Financial Aid Office.

Finger Lakes Community College can adjust any or all of these awards based on changes in your circumstances or changes in federal, state or college regulations or funding levels. This may include changes in the amounts of TAP and Federal PELL received. If the adjustment to an award leaves an open student account, you will be responsible for the liability.

If requested by the college, you must submit all income and asset documentation required to verify information reported on your financial aid application.

BOOK CHARGES

Only students with actual financial aid in excess of their semester tuition and fees will be allowed to charge in the Bookstore. It is not possible to charge books if your aid is still estimated or your paperwork is not complete. Book charges begin one week before the start of the semester. There are no book charges for Jan Plan, summer session or mini sessions.

SPECIAL CIRCUMSTANCES

If your family feels that there are special circumstances that the college should take into consideration, they should write a letter to the Financial Aid Office explaining the situation. This may include, but is not limited to, situations such as unemployment, separation, divorce, disability, death, or loss of a source of income. The letter should include an explanation of the situation and an estimate of each income that the family will have during 2006. These income figures should be listed separately and represent annual estimates. Questions about a family’s specific concerns can be directed to the Financial Aid Office.

LATE STARTING CLASSES

When a student takes coursework that begins after the normal start day of the semester, it could alter their eligibility for aid.

TAP - students must carry at least one course that runs the entire fifteen weeks of the semester.

Pell – if all of the coursework begins after the third week of classes the Pell will be altered.

Loans - student must begin the sixth credit of the semester before funds can be disbursed.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Students are expected to maintain satisfactory academic progress in order to keep the financial aid that they have been awarded. In general this means:

- receiving passing grades in their coursework
- advancing steadily toward a degree
- not taking coursework outside of their degree program
- not repeating coursework just to better the grade
- achieving a minimum 2.0 GPA by the end of the fourth semester
- completing a degree within 150% of the time that it normally takes to complete a degree

A more detailed explanation on SAP can be found online at http://www.flcc.edu/academics/academic_standards.html

DISBURSEMENT OF FUNDS

Student Loans funds are disbursed to students beginning the fourth week of the semester. From then on they will be disbursed weekly. The Bursar's Office will notify students that their funds are available.

All other aid is disbursed beginning the seventh week of the semester. From then on other aid will be disbursed every other week.

OTHER PAYMENT OPTIONS

Parent Plus Loans

The Parent Loan for Undergraduate Students is an option some parents may wish to consider to help meet the costs of education not covered by other financial aid. PLUS applications are available from the Financial Aid Office.

Alternative Education Loans

Every major lender has a commercial loan available for students to fund their education. These loans are not federally regulated like the Stafford Loan and Plus Loan. If you need to borrow in excess of the federal loans you may contact different banks and compare their products. The Financial Aid Office can answer general questions about alternative loans but most specific concerns need to be addressed by the lender.

Payment Plans

The college uses FACTS as a payment option. It is a four-month payment plan with an enrollment fee of $25. More information can be found at www.flcc.edu/bursar and click on the FACTS icon, or by calling the Bursar's Office at 585-394-3500 ext. 7229 or e-mail bursar@flcc.edu.

4355 Lakeshore Drive · Canandaigua, NY 14424 · 585-394-3500 ext. 7275
E-mail: aid@flcc.edu

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