

Satisfactory Academic Progress (SAP) Standards

Federal regulations mandate minimum standards of "Satisfactory Academic Progress" for students receiving financial assistance. This requirement applies to a student's entire academic history whether financial aid was received or not. The standards for determining progress at El Paso Community College are: calculated cumulative grade point average, completion rate (percentage of hours attempted), length of eligibility, and Academic Standing.

- 1. Calculated Cumulative Grade Point Average:** Students are required to maintain a C average, a 2.0 Calculated Cumulative GPA, which includes all developmental course work.
- 2. Completion Rate:** Students are required to successfully complete two-thirds of hours attempted in order to remain eligible. The FAO will calculate the completion rate at the end of each academic year based on the enrollment status confirmed on the College's official census dates for that period. Students who repeat courses to improve their GPA should be cautioned that, in some cases, previously earned hours remain on their record but are not calculated as part of total hours earned and therefore could affect your progress. F, W, I, NC, I*, F* are not considered hours successfully completed.
- 3. Length of Eligibility:** A student may receive financial aid for a certificate or degree program for no longer than 150% of the published length of the educational program. Therefore, a student working toward an associate's degree that requires 60 hours must complete that program within 90 attempted semester credit hours (60 hrs. x 150%). The maximum time frame for a certificate program would be similarly calculated.

- 4. Academic Standing:** A student on Academic Suspension, Returning Probation, or Continuing Probation does not meet satisfactory progress requirements and is therefore not eligible for financial aid.

Financial Aid Suspension:

The College has the right to revoke financial aid awards to any student who does not satisfy the requirements and conditions of the program. If a student fails to meet any of the SAP requirements the student will be placed on financial aid suspension.

- To Return to Financial Aid Good Standing:** A student must enroll and complete a minimum of six hours in a subsequent semester, successfully complete two-thirds of hours attempted and attain at least a C average (2.0 calculated semester GPA). Must be in academic good standing or academic probation. A student on Academic Suspension does not meet satisfactory progress requirements and therefore, is not eligible for financial aid.
- SAP Appeal:** An appeal process is available to any student who has been determined ineligible for continued aid if extenuating circumstances prevented them from maintaining SAP. The Financial Aid Suspension Appeal form is available on our website at www.epcc.edu/financialaid under Financial Aid Forms.

Special Considerations:

- Repeated Courses** will be counted towards all hours attempted and will affect the 150% time frame. The Pell Grant will only pay once for a class previously passed.
- Remedial/Developmental courses:** These courses may be calculated differently for SAP purposes. Please refer to our website www.epcc.edu/financialaid under Eligibility Requirements or visit one of our campuses for additional information.

- Dual Credit:** Students that were under Dual Credit at El Paso Community College must have completed at least 67% of the courses taken with at least a 2.0 cumulative grade point average (equivalent to a "C" grade). Courses finished with a grade of F, W, I, NC, I*, or F* are not counted as completed. Students who do not meet above criteria are placed on Financial Aid Suspension and are not eligible to receive financial aid.



The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

FINANCIAL AID AWARD INFORMATION 2016-2017



The Best Place to Start

FINANCIAL AID AWARD INFORMATION

Financial Aid Office
P.O. Box 20500
El Paso, TX 79998-0500
Phone: (915) 831-2561
Fax: (915) 831-2294

The Financial Aid Office (FAO) is pleased to offer you the financial assistance listed in the enclosed Award Notification. Read this brochure and your Award Notification carefully; they contain important information and should answer most of your questions.

- 1. Award notification letters are Conditional.** All awards are pending the meeting of Satisfactory Academic Progress requirements and your admittance and enrollment at EPCC. Awards are based on a careful review of the information you submitted on the Free Application for Federal Student Aid (FAFSA) and may be adjusted due to new information, funding, and changes in enrollment.
- 2. Authorization Forms on file authorize the use of financial aid funds for payment toward tuition, fees and any other outstanding debt to the college.** Financial Aid recipients who register during early registration and have a remaining balance, after tuition, fees and other outstanding debts are paid, will receive their refund via direct deposit to their savings or checking account by the first week of each semester. First time students and/or returning students who have changed their banking institution should submit a Direct Deposit Form to any EPCC cashier. It can be printed from their website at: <http://www.epcc.edu/tuitionsandfees> and clicking on Direct Deposit Form.
- 3. Award amounts listed are based on full-time enrollment.** Amounts will be adjusted for enrollment of less than full-time. Also, some programs have special enrollment requirements and will be cancelled if enrollment is less than the required number. Enrollment of less than six credit hours may result in ineligibility.
- 4. Students awarded College Work-Study should refer to www.epcc.edu/workstudy.** There you will find instructions as well as a listing of current job opportunities. If you are currently participating in the Work-Study program at EPCC, your contract will be renewed automatically if you continue to meet all requirements and your supervisor has notified the FAO of their wish to rehire you.

- 5. Scholarships are available to EPCC students.** Students are encouraged to apply for institutional scholarships by visiting and applying online at www.epcc.edu/financialaid/scholarships. Visiting this link also gives students the option to apply for external scholarships that are offered and funded through private organizations.
- 6. High school graduates must ensure that the EPCC Admissions Office receives a final high school transcript.** Student aid will not be disbursed until this requirement is met.
- 7. Certificate Programs not leading to an Associate Degree.** If your program becomes a "clock hour" program EPCC is required to recalculate your enrollment based on a formula provided by the U.S. Department of Education.

Other Aid

- **The TEOG (Texas Educational Opportunity Grant) Program** has specific eligibility requirements. Visit the Grants section of the Financial Aid web page at www.epcc.edu/financialaid.
- **Exemptions/Waivers**
Effective Fall 2014 Texas SB1210 added GPA and maximum hours of eligibility requirements for certain exemptions and waivers continuation award.

Questions On Awards

Requests for reconsideration of awards will be made only in cases where a significant change in the student's or the family's circumstances has occurred and is substantiated by supporting documentation. Please visit the EPCC Financial Aid Office at any campus if you have a question about your awards or feel you have grounds to have your awards re-evaluated.

Determining Your Awards

Financial aid, which has been offered to you, was awarded on the basis of financial need and academic merit (if a scholarship is included). Your "financial need" is determined by subtracting your "Expected Family Contribution (EFC)" from our Cost of Attendance. The total aid you are eligible to receive from federal, state, and other student aid programs

when added to your EFC cannot exceed your Cost of Attendance for the academic year. Refer to link below for most current cost of attendance figures.

www.epcc.edu/FinancialAid/Pages/HowAwardsareDetermined.aspx

Estimating Your College Costs

This link below is provided to students as a resource to compare the estimated cost of attendance and potential financial aid for Texas institutions. The calculator generates estimates based on the amount of grants, scholarships and any other financial aid available to the student. This resource is intended to assist students with educational planning. Go to www.epcc.edu/financialaid and click on Net Price Calculator.

Report Changes, Additional Aid or Resources

The aid offered is based on results of the need analysis you completed. If, after applying for aid, there are any changes (i.e. residency status, additional or decreased resources) it is your responsibility to inform this office. By law, this office must review and, if necessary, adjust financial aid awards to prevent overawards. If an overaward situation occurs, the student is responsible for paying back any excess funds received.

By regulation a student cannot receive a Federal Pell Grant from more than one institution within the same enrollment period. If a student intends to attend two institutions or more within the same period, the student must notify all institutions for further actions.

Withdrawing/Dropping Classes

All students are monitored until Census Date, which is the date enrollment becomes official for the semester. If a student withdraws or drops from a class(es) on or before Census Date, the award is recalculated to reflect the new eligibility and a collection notice is mailed detailing the amount owed back to the Pell Grant, or any other program. This includes any backdating of enrollment by Admission and Registrars Office. If you receive an F, W and/ or NC for all coursework attempted during any semester, you will be responsible for paying the

unearned financial assistance that you received. For more details visit www.epcc.edu/financialaid and click on What Happens if I drop a class or all my classes?

Overpayment Policy

In accordance with Federal Regulations 34CFR668.22 & 34CFR690.72(a)(2), a student who received student financial assistance based on anticipated enrollment, and then drops enrollment after receiving a disbursement, must repay the amount that is greater than his/her eligibility. Students with an outstanding balance may be prevented from registering in future semesters and/or receiving an academic transcript until the total balance due is paid in full. Furthermore, we are required to report to the U.S. Department of Education when a student owes a federal grant overpayment. Any student who withdraws and owes a repayment of financial aid will not be eligible for further financial aid from the college until the amount is repaid.

Keep Your Personal Information Current

Make certain your correct address and phone number are always on file with the college. Changes should be submitted to the Admissions and Registrar Office. We usually mail correspondence to students at least once during the academic year. We want you to receive and respond (when necessary) to all correspondence mailed or telephoned to your attention.

Email

Make certain to activate and read your EPCC email account on a regular basis. Very important financial information will be sent to you via email.

FERPA

The Family Educational Rights and Privacy Act is a Federal Law that protects the privacy of a student's educational record. Consequently, the FAO will disclose personal information only to the student.