



Roxbury Community College  
OFFICE OF FINANCIAL AID

## Conditions of Award

Please read this important information regarding your tentative financial aid award for the 2019-2020 academic year. Keep this and all other financial aid documents for your records.

Your Financial Aid Award may be viewed on your MyRCC award screen.

**Aid Adjustments** – Awards are estimates, based initially on projected fulltime enrollment. Adjustments will be done at the end of each semester's Add/Drop period. If these changes result in a decrease in aid, and a refund has already been posted, you will be responsible for the account balance. While financial aid is credited to your student account at the beginning of the semester, aid eligibility is "earned" by class attendance and participation. Changes that may result in adjustments to aid include;

- withdraw or drop from some or all of your classes \*\*\*\*
- receipt of an NA Grade(s)
- lack of attendance confirmation
- the addition of classes
- a change in your program of study
- receipt of additional funds
- a change in your residency status
- failure to attend and/or participate in classes
- failure to maintain the minimum Financial Aid Satisfactory Academic Progress standards
- conflicting information concern eligibility determined by the FAFSA (examples: marital status, tax filing status, earned income, asset values)

\*\*\*You are strongly encouraged to meet with a financial aid counselor prior to withdrawing from any classes to review all potential aid adjustments and future implications.

**Lifetime limits on most types of financial aid** – Federal, state and many institutional types of financial aid are subject to lifetime aggregate limits, in addition to the annual limits set by the awarding agency. This includes all aid received at any school and includes, but is not limited to:

- Federal Pell Grant – prorated based on enrollment – limited to the equivalent of six years
- State of Massachusetts Grants and Scholarships – most MassAid programs are limited to 8 semesters
- Institutional and Outside Grants and Scholarships – varies depending upon award

*Students who enroll in inappropriate classes for their program, withdraw from classes, or fail to successfully complete classes, are at risk of running out of federal, state and/or institutional aid before graduating.*

**Additional Educational Resources** - You must notify the Office of Financial Aid of any additional educational resources, such as scholarships, graduate assistantships and military housing allowances, which may affect your



eligibility for aid. If your total aid exceeds the cost of attendance (COA), we are required to reduce college offered aid. Whenever possible, we reduce loans or work-study before reducing grants or scholarships. Tuition waiver documentation should be submitted to the Office of Financial Aid for inclusion on your financial aid award.

**Enrollment/Student Bills/Financial Aid** -Students are financially responsible for all classes they are registered for after the Last Day for Schedule Change (Add/Drop).

There are NO bill adjustments for:

- Classes that student withdraw from after the adjustment period.
- Students who have never attended a class they are registered for.

Financial Aid can only be paid for:

- Classes' students are registered for, **and** have attended.

Therefore, if you register, do not drop, and do not attend, you will be charged for the class, and will NOT receive financial aid.

Please see the academic calendar at <http://www.rcc.mass.edu/current-students/academic-calendar-students>, to determine the Last Day for Schedule Change (Add/Drop).

**Financial Aid Satisfactory Academic Progress** – Students must show progress towards their academic objective in order to receive financial aid. Students who do not meet these requirements are subject to financial aid cancellation per the Financial Aid Satisfactory Academic Progress Policy. Progress is measured using three criteria, cumulative GPA, cumulative completion ratio, and 150% of the maximum timeframe. Progress is monitored following each semester of enrollment. Please see the full policy at:

[http://www.rcc.mass.edu/images/pdf/Financial\\_Aid/FinancialAidSatisfactoryAcademicProgressPolicy.pdf](http://www.rcc.mass.edu/images/pdf/Financial_Aid/FinancialAidSatisfactoryAcademicProgressPolicy.pdf)

**Annual Reevaluation of Financial Aid** - The Free Application Federal Student Aid ([www.FAFSA.gov](http://www.FAFSA.gov)) is required each year by the U.S. Department of Education. Financial assistance is reevaluated independently each year and appropriate financial aid assistance is determined. This reevaluation includes consideration of your academic progress, review of your financial need, as well remaining eligibility and funds availability. Financial Aid awards are not automatically renewed each year, and there is never a guarantee of similar funding levels. While completing the FAFSA before the May 1<sup>st</sup> deadline is necessary to receive most State of Massachusetts awards, it does not guarantee preference in institutional awards.

**Federal College Work-study** - Funding for Work-study employment is extremely limited. Priority is given to students who were working at RCC in a position during the previous academic year. Further awards will be made on a funds available basis to students who requested work-study on their FAFSA. Students who are eligible for work-study will receive an email (to the student RCC email) outlining how to apply for work-study positions, with awards made to eligible student, who secure a work-study position.

**Special Circumstances / Professional Judgment** – If you or your family encounter unusual circumstances that were not originally reported on the FAFSA (such as loss of employment, the absence or death of an immediate family member who contributed to your education), contact your financial aid counselor after your FAFSA has been processed and you have received your initial award, to have your eligibility reconsidered.

**Bookstore Charge** – Roxbury Community College has a Bookstore Charge program that allows students to place a charge on their RCC student account that can be used to purchase textbooks at the RCC Bookstore. This charge is made to the student account prior to the beginning of the semester; any amount not used by the student will be credited back to the student account once the Bookstore Charge has been reconciled.

**Disbursements and Refunds** – Financial Aid funds cannot be credited to student accounts until after the end of the Add/Drop period, as all awards are determined by enrollment levels. In addition, attendance in each class must



be confirm before any aid can be confirm to account. If your financial aid, and other payments, exceeds your tuition and other charges on your student account, the remaining funds are available to you in a refund check. This check will be mailed to you at your local address as listed on MyRCC. Your local address can be updated with the Records Office and must be current and accurate, to ensure timely delivery of your financial aid refund check. Roxbury Community College financial aid refund checks are processed through the RCC Business Office. See the Business Office website for details <http://www.rcc.mass.edu/future-students/business-office>.

**Office of Financial Aid Communications** – To the maximum extent possible the Office of Financial Aid will use the school issued email for most communications and the student portal for document tracking, award tracking, adjustments and notifications. While your initial financial aid award will be sent to your email address of record, as well as your email(s), follow-up notices, financial aid award adjustment notices, notices that aid has been credited to your student account etc, will be sent to your RCC email account.

MyRCC login: <https://myrcc.rcc.mass.edu>      MyPasswords: <https://fx.rcc.mass.edu/mypasswords>

#### Office of Financial Aid

Location: Room 328 Academic Building

Email: [finaid@rcc.mass.edu](mailto:finaid@rcc.mass.edu)

Phone: 857-701-1220