Course Eligibility for Financial Aid (aka: *Student Outcome Tracking*)

Herkimer County Community College has implemented Course Eligibility for Financial Aid (*Student Outcome Tracking*). This program will assist students in determining financial aid eligibility for each of their courses. Both students and faculty should familiarize themselves with this information.

Students cannot be awarded financial aid for classes that do not count toward their degree or certificate program requirements. If a student is enrolled in courses that do not count toward his or her degree, those courses cannot be used to determine enrollment status and aid eligibility. All registered courses must apply to the student's program as a Herkimer College Degree Requirement, Liberal Arts Requirement, Major Requirement or be a remedial course (which is eligible for financial aid but doesn't fulfill a degree requirement).

> Note: In a student's final <u>graduating</u> semester, students may take courses outside of their program (not previously passed courses) and they will count towards full time *state aid* eligibility.

Students who repeat courses they have taken previously either at Herkimer or another institution and received a passing grade may impact both federal and state aid program eligibility.

- Federal Aid – which includes student loans, will pay for a student to repeat a passed course only once.

- State aid (TAP and other NYS scholarships) – Previously passed classes will not be included for state aid eligibility.

- Courses that have a minimum grade requirement the student did not meet, may be repeated for financial aid eligibility.

If the student is being advised to repeat coursework for academic reasons, it may be advisable for the student to be enrolled in at least 12 credits of **new** coursework (in addition to any repeated courses) in order to maintain full time status.

A general misconception is that a student must be full time in order to receive financial assistance. Students may be eligible to receive financial aid based on the following credit hour requirements.

Required Credits for aid programs:

- Federal Pell grant: 3-12 or more credits

- Federal SEOG: 3-12 or more credits

- New York State TAP: 12 or more credits

- New York State Aid for Part Time Study: 3 -11 credits

- Federal Direct Loans (Student and Parent): 6 or more credits

Course Eligibility for Financial Aid FAQ's

Why is it important to take courses that match my program requirements if I receive Financial Aid?

- The Federal and State governments have mandated that all students receiving financial aid must take courses that apply to their programs.

What will happen to my financial aid if I choose to take courses that are not within my program?

- You will only receive financial aid for courses in your program and your financial aid award package may be reduced to reflect the number of courses you are taking that do apply to your program.

How will I know if I'm not taking the right courses to satisfy the financial aid requirements? How will I be notified?

- You will receive a notification when you register for courses in Student Online Services indicating if a course does not meet the financial requirements and an explanation as to why it doesn't (see example below). Blue print are clickable links for explanations.

Registration Compliance Results

Fall 2018 Compliance Results as of Apr 02, 2018 01:49 pm

Status	CRN	Subj	Crse	Sec	Cred	State Aid	Fed Aid	In Program	Repeat	Fed Violation	Audit ID	Degree	Level
Web Registered	40002	BU	111	03	3.000	Not Eligible	Not Eligible	Doesn't Count	No	No	WA0084A2	AS	U
Web Registered	40351	CJ	120	01	3.000	Not Eligible	Yes	Doesn't Count	Repeat	No	WA0084A2	AS	U
Web Registered	40546	EN	112	06	3.000	Yes	Yes	Yes	Repeat	No	WA0084A2	AS	U
Web Registered	40793	EN	111	14	3.000	Not Eligible	Yes	Doesn't Count	Repeat	No	WA0084A2	AS	U

Total Credit Hours:	12.000
State Aid Eligible Hours* :	3.000
Federal Aid Eligible Hours* :	9.000
Billing Hours:	12.000
Program Hours:	3.000
Date:	Apr 03, 2018 10:30 am

Status	The status of the course from the registration form. Ex: Web Registered – the course was registered via the web.
CRN	The **C**ourse **R**ecognition **N**umber of the course.
Subj	The subject of the course.
Crse	The course number.
Sec	The course section.
Cred	The number of credits for the course.
State Aid	Indicates if the course is eligible for State Aid.
Fed Aid	Indicates if the course is eligible for Federal Aid.
In Program	Comes from the audit results. Yes = Counts in student's program. No = does not count in student's program.
Repeat	Indicates if a previously passed course is being repeated.
Fed Violation	Indicates if a previously passed course has been repeated more than once
Audit ID	The Degree Works Audit number associated with the audit results.
Degree	The degree associated with this registration compliance record.
Level	The level associated with this registration compliance record.

If I repeat a course will I still receive financial aid for that course?

- You may receive financial aid for all withdrawn courses and courses with a 'Z' or 'F' grades. You will receive financial aid for courses with a 'D' if your program says you must have a grade of 'C' or higher for that course. Federal aid will pay for a previously passed course to be repeated only once. State aid will not pay for a previously repeated passed course.

Since I am presently taking non-credit/ remedial courses that are not part of my Major, will I receive financial aid for these courses?

- Yes, the federal and state governments consider these preparatory classes for successful completion of college level courses. However, full time students must be registered for at least 6 credit- bearing/non-remedial courses.

Will this only affect full time students?

- No. Part time students must adhere to the same guidelines.

What do I do if I find out my courses are not going to be paid for by financial aid?

- You will need to readjust the courses within your program and take courses that do count for financial aid. You may be responsible for payment for courses that do not meet program requirements.

Can I drop classes once school has begun if I find out that I'm not going to receive financial aid for them?

- If you drop classes you will be charged according to financial liability fee schedule starting on the first day of the semester, according to the college catalog guidelines.

I do not receive any federal or state aid. Does this apply to me?

- These regulations only affect students receiving federal (including loans) and state aid. If you pay for courses on your own, you are free to take whatever courses you choose. However, taking courses outside of what is required for your major will prolong your time at Herkimer and cost you additional funds. We encourage you to perform a Degree Audit periodically to ensure you are on your way to completing your degree.

How will my financial Aid be affected if a course(s) is not counted in my program but my other courses add up to be full time?

- Your financial aid for full time status will not be affected as long as you have a minimum of 12 applicable courses towards your program of study.