

2022-2023 Terms of Award

1. All Awards on the offer letter are contingent upon:

- a. Tarrant County College District (TCCD) receiving the actual anticipated federal and state funds, which could change upon the passing of new federal and state legislation.
- b. Admissions and Registrar admitting you as a regular student.
- c. For financial aid purposes, **transfer students** must have all transcripts submitted and evaluated by Admissions and Records, and **high school/GED recipients** must have proof submitted to Admissions/Registrars. Failure to submit transcripts may result in the cancellation of future aid.
- d. Your compliance with **the Satisfactory Academic Progress (SAP)** guidelines provided, **including, but not limited to:** achieving a 2.0 cumulative grade point average (GPA), a 67% completion rate of all attempted hours (both TCCD and transfer) and completion of your degree program within 150% of the published program length. Student Financial Aid Services (SFAS) reviews SAP for federal funding at the end of each semester.
- e. **In addition, certain programs may have additional eligibility criteria. Review each program description on the Financial Aid section of MyTCCTrack or visit your SFAS office for more information.**

2. Eligible Academic Program:

Students are required to have a valid academic program on file with Admissions to receive financial aid. Only classes required for your eligible active academic program will qualify for financial aid.

3. Minimum Enrollment Requirements for Major Financial Aid Programs:

- a. Certain Financial Aid Programs require a minimum number of credit hours for funds to disburse.

• Pell Grant	1 credit hour
• Texas Public Educational Grant (TPEG)	3 credit hours
• Supplemental Educational Opportunity Grant (SEOG)	3 credit hours
• Texas Educational Opportunity Grant (TEOG)	6 credit hours
• Federal Loans	6 credit hours
- b. Please note: Pell, SEOG, and TPEG grants will prorate based on enrollment level for eligible hours (hours required on the degree plan). The proration of disbursements are as follows: **1-5 hours = 25%; 6-8 hours = 50%; 9-11 hours = 75%; 12 or more hours = 100%**. This information is also found on the front of your offer letter.

4. Attention Pell Grant Recipients:

- a. Eligibility may be reduced based on your actual Expected Family Contribution (EFC) (see your offer letter for your EFC). The federal enrollment requirements for higher EFCs are listed below:
 - EFC between \$4101 - \$5500 requires 6 eligible hours to receive your award
 - EFC between \$5501 - \$6000 requires 9 eligible hours to receive your award
 - EFC between \$6001 - \$6206 requires 12 eligible hours to receive your award
- b. **Pell grant for Summer**
 - SFAS will determine the remaining amount of Pell grant available for summer.
 - Receipt of full-time Pell award for two semesters (e.g. Fall and Spring) requires 6 hours of enrollment for the third semester of Pell (e.g. Summer) within the academic year.

5. Work-Study: If your offer letter includes federal, state, or community work-study (WS), the following applies:

- a. WS funds are limited and in high demand, and a WS award does not guarantee employment. Therefore, students must be interviewed and hired by a department to receive these funds.
- b. Students must remain enrolled and maintain six eligible hours (required on your degree plan) for employment.
- c. Students may work up to a maximum of 19.5 hours per week.
- d. A background check is required for all TCCD employees, including student employees. Eligibility for employment is contingent upon the results of this report.
- e. Students should contact Career Services for information regarding student employment.

6. Texas Educational Opportunity Grant (TEOG): The requirements for this award are as follows:

- a. Achieve a cumulative GPA of 2.0 and a 67% completion rate during the initial year of the award.
- b. Subsequent years require a cumulative GPA of 2.5 and a 75% completion rate.
- c. Recipients are limited to 75 attempted hours, 8 semesters, 4 years from the first semester awarded or completion of Associate's Degree or whichever occurs first.
- d. SFAS reviews SAP for state funding at the end of each spring semester.
- e. Ineligible students may request a hardship provision by submitting a written appeal to any campus SFAS office.

7. State Financial Aid Programs (such as TPEG, TEOG, TCWS, TWSMP) Selective Services Requirement – Students born male at birth must file a Selective Service Statement of Registration form or have selective service verified through their FAFSA. Further information on Selective Service requirements/registration can be found at www.sss.gov.
8. **Federal Loans:** If your offer letter includes a Federal Subsidized or Unsubsidized loan amount, the following requirements apply to **all** loan recipients:
 - a. Complete online loan entrance counseling and/or Master Promissory Note (MPN) online at www.studentaid.gov.
 - b. Enroll in and maintain six **eligible** hours (hours required on your degree plan), as well as maintain SAP guidelines prior to receiving your loan.
 - c. Upon approval, the Department of Education (ED) will send you a disclosure statement detailing your total loan amount, individual disbursement amounts, and projected disbursement dates.
 - d. Remember you are borrowing a loan that you must repay. For students who graduate or drop below six credit hours, you are required to complete Exit Counseling at www.studentaid.gov.
9. **Stars of Tomorrow (SOT):** If your offer letter includes a SOT award, you must:
 - a. Submit your final high school **transcript** to Admissions and Registrar.
 - b. Enroll for at least six credit hours.
 - c. Attend an orientation and meet other eligibility requirements to receive your award. You can find the complete SOT information at www.tccd.edu/starsoftomorrow.
 - d. Award amounts are prorated based on enrollment level
 - 12 or more hours \$800
 - 9-11 hours \$600
 - 6-8 hours \$400
10. **TCC Book Scholarships:** Requires a student to have a 2.75 cumulative GPA and 9 hours of enrollment. TCC will apply book scholarship funds to your tuition.
11. **Financial Aid at Multiple Colleges and Incarcerated Students:** Federal regulations stipulate that a student can receive federal aid at only one institution per semester. **Should you receive funds from both institutions, you will be required to repay funds to one of the institutions.** Federal regulations also indicate that incarcerated students are *ineligible* for Pell Grants or Federal Loans. Please notify your campus SFAS immediately if you are receiving aid at another college or university or if you are incarcerated.
12. **Financial Aid Need:** Financial need will be evaluated each academic year. Appropriate changes in the amount of aid offered will be made, as funds, regulations, and new circumstances are required. It is the student's responsibility to secure, complete, and submit necessary forms each year.

Payment Procedures

1. **Refunds:** All TCC refunds are processed through BankMobile Disbursements. You must choose your refund option through the BankMobile Disbursement website. For more information about BankMobile, visit this link: <http://bankmobiledisbursements.com/refundchoices/>
2. **Financial Aid Payment Schedule:**
 - a. Payment made prior to the start of semester: Approximately seven days prior to the beginning of classes, eligible financial aid awards will be applied to tuition and fees. Funds remaining will be disbursed through BankMobile Disbursements via your selected refund preference.
 - b. Payments made after the start of the semester: TCC processes refunds twice a week for the current term, and once a week for a prior term.

3. **Payment for Classes that Start After the First Day of the Standard Term:**
 - a. Classes that start after the beginning of the 16-week term will be paid seven days prior to the beginning of that class. This includes MOD Math, STSC, 8 week, Saturday, and weekend classes.
 - b. Students who enroll in non-standard term class after his/her aid has been fully disbursed are responsible for payment of the tuition for that class.
 - c. **For students who have a combination of long-term and short-term classes within the same semester, the official date of record (ODR) for ALL classes will be based on the ODR for the *latest starting class* and aid will be recalculated if students withdraw from hours prior to the ODR for the latest starting class.**
4. **Maymester and Wintermester:** Financial aid students must pay for these courses at the time of registration or create an automatic payment plan to avoid having their classes dropped.
 - a. Enrollment during a regular semester is required to receive funds for Maymester or Wintermester hours.
 - b. Maymester hours will be combined with the first summer term and funds will disburse approximately seven days before the first summer session.
 - c. Wintermester hours will be combined with the spring semester and funds will disburse approximately seven days before the spring semester.
5. **Attendance Requirement/Dropped or Canceled Class(es)/Withdrawal/Repeats/Remedial Courses:**
 - a. **Establish Attendance:** Students must establish attendance in **ALL** classes or have a documented, academically related activity at least once prior to the ODR to earn the funds disbursed. **This includes both in person and online classes.** A student who fails to begin attendance in **ALL** classes are subject to all Federal grant and/or loans being canceled, and the student must repay the funds to TCC. If a student only begins attendance in some of their classes, their Federal Pell grant will be re-calculated based on the actual attendance, and the student must repay the difference to TCC.
 - b. **Dropped or Canceled Classes Before the Official Date of Record (ODR):** Financial aid will be re-calculated, and the student is required to repay TCC if the following occurs:
 - Students adjust their hours on or prior to the ODR for the semester
 - Student drops a class or, a class is canceled on or prior to the ODR for the semester, **AND** the new enrollment drops to a level lower than the level originally used to pay aid
 - c. **Withdrawal from One or More class(es) after ODR:** Students who withdraw from one or more class or fail ALL classes after the ODR will have their attendance reviewed to determine if they stopped **attending** prior to completing 60% of their scheduled class(es). Students who do not attend up to the 60% mark, must repay funds to TCC and/or the Federal Government. This includes students who may have passed one or more class but failed to complete 60% of **all other** scheduled classes. **Visit SFAS before withdrawing!**
 - d. **Repeated Classes:** Financial aid will only fund a previously passed class (D or better) once. Any passed classes repeated more than once cannot be included in the enrollment level and will not result in receiving additional aid. In addition, any class repeated for a better grade after the student completed their degree audit, is *ineligible* for financial aid funding.
 - e. **Remedial Courses:** A student may receive financial aid for up to 30 hours of remedial course work.
 - Remedial courses begin with 0 and must have a numeric value in the second digit (ex. 0361).
6. **Work-Study:**
 - a. Work-study funds are not paid in a lump-sum payment with other financial aid funds.
 - b. Students must acquire a student employment position and funding is earned by working and receiving a paycheck.
 - c. Payment will be made via deposit to the student's checking account on the 15th and the last working day of the month.
7. **Federal Direct Student Loans:** Federal Direct Student Loans are not automatically paid.
 - a. Students must sign a Master Promissory Note every 10 years.
 - b. All one-semester loans are disbursed in two equal disbursements.
 - c. Students with a delayed disbursement or do not have enough funds to cover their full tuition by the first day of class, must make payment arrangements with Business Services to ensure their classes are not dropped.