

Admissions and Registration

College Specific Fees — not inclusive:

Anthropology Field School Fee

ASB 231 o non-refundable\$80.00

Auto Body Fees

AUT 121AA, AUT 122AA\$65.00

The following apply in addition to regular lab fees:

AUT 270AA, additional fees for AUT 103 AB\$95.00

AUT 270AA, additional fees for AUT 107AC\$65.00

AUT 270AA, additional fees for AUT 108AB\$95.00

AUT 270AA, additional fees for AUT 109AC\$95.00

Field Trips & Out-of-County/Country Toursactual cost (Special assessment directly related to actual cost of trip or tour.)

Fire Science (FSC102 - Fire Ops I)\$250.00

Mathematics MAT 092, 122, 151actual cost

Nursing (NUR 180, 181, 280, 281)\$30.00

Peace Officer Certification:

AJS 102 - Peace Office Certification I\$150.00

AJS 140\$35.00

AJS 153\$35.00

AJS 202 - Peace Officer Certification II\$100.00

AJS 286 - AZ Post Notebook & Targets\$50.00

AJS 287\$35.00

AJS 289\$35.00

Tractor-Trailer Driving

TTD103AA\$1990.00

Students may incur expenses beyond the established fees in certain courses.

Non-Credit Courses/Seminars/Workshops/Community Services:

Fees for these courses are determined by the length and type of each course and will cover total costs.

Student Financial Assistance

The Maricopa Community Colleges provide students financial assistance to enable access to higher education. Student financial assistance shall be awarded on the basis of demonstrated financial need except where funds are specified for recognition of special talents and achievements.

How to Apply for Federal Financial Aid

New students must complete the Free Application for Federal Student Aid (FAFSA) or FAFSA on the Web at <http://www.fafsa.ed.gov/>. Each academic year, continuing students must reapply by completing a FAFSA, Renewal FAFSA, or FAFSA on the Web. Scholarships require separate applications. Specific information regarding financial assistance, including application deadlines or priority dates, may be obtained from the college Office of Student Financial Aid.

Types of Aid

Grants, loans, student employment, and scholarship funds may be available from federal, state, and/or private sources.

Distribution of Aid

Criteria by which aid is distributed among eligible financial aid applicants are available on request at the college Office of Student Financial Aid.

Rights and Responsibilities

Students should read all information provided in the process of applying for federal financial aid in order to gain a greater knowledge of all the rights as well as responsibilities involved in receiving that assistance.

Satisfactory Academic Progress

Specific requirements for academic progress for financial aid recipients are applied differently than scholastic standards. In addition to scholastic standards which are explained elsewhere in this catalog, financial aid recipients are also subject to the following Standards of Satisfactory Academic Progress. Specific information is available at the college Office of Student Financial Aid.

Standards of Satisfactory Academic Progress (SAP) for Financial Aid Eligibility

Federal regulations (CFR 668.32(f) and 668.34) require a student to move toward the completion of a degree or certificate within an eligible program when receiving financial aid. Specific requirements for academic progress for financial aid recipients are applied differently than Scholastic Standards. Federal regulations state that Academic Progress Standards must include a review of all periods of enrollment, regardless of whether or not aid was received. The student must meet the following minimum standards in order to receive financial aid.

I. Evaluation of Financial Aid Eligibility

- Standards of Satisfactory Academic Progress (SAP) are applied once per year, beginning on or about June 1st to determine the eligibility for the following academic year.
- The evaluation period will be based on attendance in the immediate prior Spring, Fall, Summer term (example: for 2001-2002 academic year, academic progress will be evaluated on Spring 2001, Fall 2000, and Summer 2000).
- Credits evaluated will include credits attempted at the evaluating school and courses funded through consortium agreement.
- Students who do not meet the SAP will be notified. The student may follow the appeal process or the reinstatement procedures as outlined in V and VI.

II. Eligibility

- Students must meet the following criteria:
 - Students who have attempted at least 6 credit hours in the last evaluation period must complete with a passing grade 2/3 of all credits attempted within that evaluation period, **OR**
 - Students who have **NOT** attempted at least 6 credit hours in the last evaluation period must complete with passing grades 2/3 of **ALL** credits attempted.

AND

- All students must meet the following minimum credit hour/cumulative GPA requirement

Credits Attempted*	Min GPA
12-15	1.60
16-30	1.75
31-45	1.90
46 +	2.00

*for which grade points are computed.

Note: Grades of F,I,N,W,X,Y,Z, and courses not yet graded are considered attempted but not meeting progress standards for the purposes of financial aid.

Admissions and Registration

III. Maximum Timeframe Eligibility

- Students who have attempted more than 150% of the credits required for their program of study are not considered to be making Satisfactory Academic Progress and, therefore, are ineligible for financial aid funds.
- All evaluated transfer credits will be included when determining maximum timeframe eligibility.
- A student with a bacheloris degree or higher will be considered to have exhausted maximum timeframe eligibility.
- A student may appeal as outlined in V.
- Reinstatement procedures as outlined in VI are not applicable to Maximum Timeframe Eligibility.

IV. Repeated, Audited, Consortium, Remedial Courses, Summer Sessions

- Financial aid may be used to cover the cost of repeated courses.
- Audited courses, non-credit courses, credit by examination, and any credit for prior learning option (as outlined in the catalog) are excluded when determining eligibility for financial aid.
- Courses funded through a consortium agreement are included in determining academic progress.
- All attempted remedial credits will be included when evaluating SAP. (A maximum of 30 remedial credit hours, excluding ESL courses, may be funded.)
- Enrollment in any or all summer sessions within the same calendar year will be considered one term.

V. Appeal Process

A student who has lost financial aid eligibility due to extenuating circumstances may appeal.

- Extenuating circumstances that may be considered include: personal illness or accident, serious illness or death within immediate family, or other circumstances beyond the reasonable control of the student.
- All appeals must be in writing to the Financial Aid Office where the student is applying for aid and include appropriate documentation.
- Examples of documentation could include an obituary notice, divorce decree, or a letter from a physician, attorney, social services agency, parole officer, etc.
- The condition or situation must be resolved which will allow the student the ability to complete course work successfully or an appeal will not be granted.
- The outcome of an appeal may include approval, a probationary period, or denial.
- A student will be notified in writing of the results of the appeal, and of any restrictions or conditions pertaining to their appeal.

VI. Reinstatement of Financial Aid Eligibility

- A student who has lost financial aid eligibility may be reinstated after the student has taken (without federal funds) at least six credit hours in a semester, passed all attempted credit hours, and meets minimum cumulative GPA requirements.
- If the student attempts more than six hours, the student will be evaluated on all attempted credit hours within that term.
- Classes taken at other colleges will not be taken into consideration for reinstatement purposes.
- It is the student's responsibility to notify the Office of Student Financial Aid when this condition has been met.

For more information, please contact the Office of Student Financial Aid.

Refunds and Repayments

In accordance with federal regulations (CFR 668.22), students may be required to repay federal financial aid funds if they completely withdraw or are withdrawn from all classes during a semester. This could affect a student's ability to receive financial aid in the future at any school. Further information is available at the college Office of Student Financial Aid.

Award Amount and level of Enrollment

Award amount is determined, in part, on the level of enrollment. Federal student aid recipients are advised to register at the same time for all classes they intend to take during a semester to maximize award. Some federal aid may not be awarded for classes added at a later date. Contact the college Office of Student Financial Aid for more information.

Refund Policy for Credit Classes

All students who officially withdraw from the college or individual classes (in fall, spring, or summer) by the withdrawal process set forth in the catalog will receive a refund based on the following schedule. (Deadlines that fall on a weekend or a college holiday will advance to the next college workday.)

Beyond these deadlines there will be no refund.

<u>Length of Term</u>	<u>Deadline for Notice</u>	<u>Amount of Refund of Enrollment & Course Fees*</u>
Each Class	Any time prior to the day of the first class meeting	100%
13 or more weeks	Within seven (7) calendar days including the day of the first class meeting	100%
13 or more weeks	Within eight (8) to fourteen (14) calendar days including the day of the first class meeting	50%
10 to 12 weeks	Within four (4) calendar days including the day of the first class meeting	100%
3 to 9 weeks	Within three (3) calendar days including the day of the first class meeting	100%
3 days to 2 weeks	No later than the day of the first class meeting	100%
Less than 3 days	Prior to the day of the first class meeting	100%

* Course fees and registration processing fees will be refunded only if the student qualifies for a 100% refund.

All refunds and deposits that may be due a student will first be applied to debts that the student owes the college. When federal student aid was used by a student-recipient to pay for tuition fees, the refund will be made to the federal fund, not to the student.

Refunds for students receiving federal financial assistance are subject to federal guidelines.