**SOLANO COMMUNITY COLLEGE DISTRICT**

**STUDENT SERVICES PROCEDURES**

<u>**FINANCIAL AID**</u>                                                                          **Policy #5440**


<u>Financial Aid Program Participants</u>
Solano Community College participates in the following financial aid programs:
- Federal Pell Grant
- Federal Educational Opportunity Grant
- Federal Work Study
- Federal Family Education Loan (FFELP)-Stafford
- Federal Parent Loans for Undergraduate Students (Plus)
- State Cal Grant Program
- State Fee Wavier Program (Board of Governors Grant-BOGG, A, B, C)
- State Extended Opportunity Programs and Services Aid
- State Chafee Grant

<u>Application Procedures</u>
At Solano Community College all students are encouraged to apply for the array of financial aid programs that are offered. Students are made aware of these offerings and the filing deadlines through the federal and state student guides and handbooks, campus catalog, class schedules, the Solano Community College website, posters placed throughout the campus, public service announcements, news articles in local newspapers, at information tables on campus, and at workshops given on and off campus. Students are advised to use either an electronic or paper version of the Free Application for Federal Student Financial Aid (FAFSA).

<u>Student Eligibility</u>
Consistent with federal regulations, Solano Community College uses the Federal Need Analysis Methodology formula to determine student eligibility.

<u>Payment Procedures</u>
Students are provided with an Award Notification and disbursement schedule. Grant checks are mailed to students twice a semester. Loans are distributed in person at the Fiscal Services office. EOPS book services are provided at the beginning of each semester.

<u>Overpayment Recovery</u>
Title 5 Procedures are in place in accordance with federal regulations for the recovery of any of overpayment to students.

<u>Accounting Requirements</u>
Federal requirements are procedurally conformed to by maintaining a separation of duties regarding eligibility of students, award determination and release of student aid funds.

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Satisfactory Progress
Solano Community College monitors the academic progress of financial aid recipients each semester using quantitative and qualitative measurements.

Governing Board Review:  January 18, 2012