

# 2006-2007 Conditions Statements

- ▶ **I understand** that my awards are contingent upon adequate funding and state and federal regulations.
- ▶ **I understand** that all aid will be packaged originally for full-time attendance. If I enroll less than full-time my aid must be adjusted accordingly. Federal Pell Grants, Supplemental Educational Opportunity Grants (SEOG), and Federal Perkins Loans will be adjusted as follows:

9-11 hours	75%
6-8 hours	50%
1-5 hours	Pell only 25%

NOTE: Pell awards of less than \$425 per term may be adjusted to zero for less than half- time attendance.
- ▶ **My course load for the term** will be locked at the end of the free drop/add period of each term. My eligibility for aid will be adjusted to the appropriate level of enrollment at that time. If I drop classes during the free drop/add period which reduces my level of enrollment, I may be required to repay some previously disbursed aid.
- ▶ **I must maintain satisfactory academic progress**, as outlined on the reverse side of this page, to continue to receive Federal, State, and most private assistance.
- ▶ **Funds I accept must be applied** to outstanding educational expenses at Northwest Missouri State University (fees, room and board) before the surplus may be disbursed to me. All assistance will be used for educational expenses related to my attendance at Northwest Missouri State University.
- ▶ **These awards may be voided or changed at any time** if incorrect or false information is discovered on the application or if there has been an error in computing the award.
- ▶ **Any change in enrollment**, state residency, or the receipt of additional outside resources after the initial award must be reported to the Office of Scholarships and Financial Assistance. Revisions or changes in status will necessitate revisions of the award.
- ▶ **I understand** that if I withdraw from school prior to the completion of a trimester, the financial assistance award received will be prorated and the unused portion of the financial assistance award will be refunded to the programs involved. Depending on the proration of the aid, I may owe a balance on my account.
- ▶ **I understand** that all academic year William D. Ford Direct Loans (Subsidized, Unsubsidized, and Parent PLUS) must be disbursed in two equal payments.
- ▶ **As a first-time borrower** of William D. Ford Direct Loans (Subsidized and Unsubsidized) at Northwest, I realize that I must complete an on-line entrance counseling session at [www.dl.ed.gov](http://www.dl.ed.gov) before any part of my loan can be disbursed and credited to my account.
- ▶ **I understand** that if I have received loans at any time while enrolled at Northwest Missouri State University, I must complete an exit counseling session before I leave the University for any reason.
- ▶ **I understand** that I may be seeking a degree and receive aid from only one institution during an academic term.

- ▶ **I understand** that to receive federal aid I must be enrolled in at least six credit hours at Northwest except for those who qualify for Federal Pell Grant funds.
- ▶ **I understand** that I must be enrolled in a minimum of 12 credit hours at Northwest in order to receive Northwest scholarships or to be considered for State of Missouri assistance programs.
- ▶ **I understand** that if I enroll at another institution concurrently with my Northwest enrollment I must have a completed Federal Aid Consortium Agreement for each term filed with the Northwest Office of Scholarships and Financial Assistance before I can receive federal aid for the total enrollment.
- ▶ **I understand** that proceeds from Federal Parent PLUS loans will credit directly to my account, pay off all charges and any overpayment will be refunded to my parent. In order for overpayments to be refunded to me, my parent borrower must submit a signed, written request to the Bursar's Office.

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## Authorizations

**I authorize** the release of information concerning financial assistance received at Northwest Missouri State University to other institutions of higher education or other agencies from which I am also receiving or requesting financial assistance for educational purposes. For dependent students, this would also include parents' information. I also authorize Northwest Missouri State University to receive information concerning financial assistance from other institutions and agencies.

**I authorize** Northwest Missouri State University to credit my account with Federal Pell Grant and Title IV funds for any charges I accrue in addition to tuition and fees, and room and board. I understand I have the right to rescind this statement at any time by written notification to the Bursar's Office.

I authorize the use of electronic means of communication such as e-mail and secure websites for official notifications concerning financial aid awards, eligibility and any related programs. I understand that I have the right to rescind this statement at any time by written notification to the Office of Scholarships and Financial Assistance.

**I authorize** Northwest Missouri State University to apply financial aid proceeds to prior term of attendance charges that remain outstanding. I understand I have the right to rescind this statement at any time by written notification to the Bursar's Office.

**By signing the enclosed award letter, I am verifying that I have read and understand the above statement and authorizations and agree to them.**

# Satisfactory Academic Progress

To be eligible to receive federal, state, and some private student aid, students must be maintaining satisfactory academic progress toward a degree or certificate. The two standards utilized by the University to determine satisfactory academic progress are quantitative and qualitative progress.

Quantitative progress requires students to pass a minimum number of credit hours. Qualitative progress requires students to earn a predetermined Northwest cumulative grade point average. Students must be in compliance with the University's written standards for both quantitative and qualitative progress to maintain eligibility for any type of federal financial aid.

The University will attempt to notify students via their university assigned e-mail account when they have not maintained satisfactory academic progress. However, students are responsible for being aware of the satisfactory academic progress policies and will remain ineligible, even if the University's notification is not received.

## QUANTITATIVE PROGRESS

Final quantitative progress will be determined at the end of **each trimester**. To be considered making satisfactory quantitative progress, undergraduate students must pass at least 75% of the cumulative credit hours which they have attempted, and graduate students must pass at least 66% of the cumulative credit hours which they have attempted. Failure to meet the appropriate completion rate at the end of the trimester will result in the student being placed on financial aid probation status for the next term.

Failure to meet the appropriate completion rate by the end of the probationary term would result in the loss of eligibility for all types of federal aid until the deficiency is removed.

## COURSE AUDIT

Students are not eligible to receive federal financial assistance for courses audited. Courses audited will not be included when determining the number of credit hours a student has attempted or completed.

## DELAYED GRADE

Courses in which students receive delayed grades will be counted as hours attempted but will not be counted as successfully completed until the final passing grade is officially posted to the student's permanent record.

## QUALITATIVE PROGRESS

Qualitative academic progress will be determined at the end of **each trimester**. To be considered making satisfactory qualitative progress, students must have the following minimum Northwest cumulative grade point averages:

Freshman	1.75
Sophomore	2.00
Junior	2.00
Senior	2.00

Students who do not meet qualitative academic progress will be placed on financial aid probation for the next term of attendance. Students who have not removed this GPA deficiency by end of the probation period will not be eligible to receive aid for subsequent periods of enrollment until the required Northwest and cumulative grade point averages are attained.

## APPEAL PROCESS

A student who fails to make satisfactory progress may appeal, in writing, the loss of eligibility. The appeal must be based on documented circumstances that were clearly beyond the student's control. Types of required documentation may include doctor and hospital reports, legal documents, and written confirmation from a parent or other official sources as deemed appropriate by the Financial Review Committee.

The Financial Review Committee will review the written appeal, supporting documentation and notify the student of the appeal decision within 14 days from the date received.

To appeal the decision of the Financial Review Committee, the student must submit a written appeal and all supporting documentation to the Provost's Office. The decision of the Provost is final.