



# NORTH FLORIDA TECHNICAL COLLEGE

## Conditions for Receiving Financial Aid

1. Financial Aid funds are disbursed based upon payment periods. Aid may be credited to a student's account. If there is a credit balance it will be disbursed to the student after a disbursement is processed, if the student did not authorize North Florida Technical College to hold the credit balance.
2. Any award is contingent upon actual receipt of funds from the federal and/or state government by North Florida Technical College.
3. To continue receiving aid the student must remain enrolled in an eligible program 600 hours or more and must earn Satisfactory Academic Progress. You must also attend 20 hours or more each week and when classes are scheduled.
4. Students are responsible for reporting to the Financial Aid office any other scholarships or financial assistance not reported previously. Students are responsible for reporting scholarships and other financial assistance to their sponsoring agencies.
5. Students are responsible for notifying the Financial Aid Office immediately of any changes in name, address, or telephone number.
6. Students are responsible for notifying the Student Services office of changes in enrollment status including change of program, leave of absence, and completion or withdrawal dates. These changes will affect your financial aid award.
7. Students must complete 40 percent of a payment period before funds are disbursed.
8. All verification documents must be submitted to the Financial Aid Office before funds will be disbursed.
9. Students may be responsible for payment when repeating a program or any portion of a program. Student must verify their status with the Financial Aid office.
10. Upon withdrawal, a student's financial aid will be recalculated based upon the Return to Title IV (R2T4) calculation. **If it is determined the student has completed 60% or less than the scheduled hours for the payment period, he/she will be responsible for an overpayment. An overpayment of a financial aid award means that the payment exceeds the amount you are eligible to receive.**
11. **Students are responsible for any financial aid overpayment.** Overpayment may occur as a result of a change of enrollment status. Until complete repayment of the over award is made, a hold will be placed on the student records and the student will not be able to register for any program. A student overpayment of federal grant funds will be reported in the National Student Loan Data System (NSLDS)
12. Financial Aid awards are not renewed automatically. Students must re-apply each year. Applications are available at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

***\*Conditions are subject to change in compliance with new federal and state regulations\****

Signature: \_\_\_\_\_ Date: \_\_\_\_\_