



CENTRAL WASHINGTON UNIVERSITY

Office of Financial Aid



Award and Packaging Policy 2016-2017

FlexIT students will be packaged on a non-standard quarter aid year. The census date for each individual FlexIT term is the third business day for the term. Award year limits set by Federal, State and institutional regulation/policies apply.

Due to federal financial aid regulations, a student may not receive any financial aid if they are concurrently enrolled in both the Flex-IT PACE program and standard, quarter-based classes.

FlexIT students must complete a FAFSA or WASFA (if eligible) in order to be packaged for Federal, State and/or institutional aid. The same requirements for standard students regarding verification and/or documentation as required by Federal, State and institutional regulations and/or policies apply. This includes meeting the Financial Aid application priority deadlines, Satisfactory Academic Progress policy and adhering to the award responsibilities and requirements.

Expected Family Contribution (EFC) numbers from the FAFSA will be prorated for a 12 month enrollment period and one fourth of that EFC will be applicable to each non-standard quarter for need based awarding limits. Per federal regulation, yearly Pell grant eligibility is based on a standard 9 month EFC.

Communication

Students will need to be regularly checking their CWU student e-mail account. This being an all online program, the primary mode of communication between our office and the student will be through this e-mail account. Also, since the current version of our online student portal doesn't support FlexIT processes or accurately show FlexIT student financial aid information, communication with the financial aid office will be very important.

All official financial aid notices and messages are sent to the student e-mail account. The student will be responsible for checking their e-mail and adhering to any time deadlines outlined in those communications, if any.

If the student plans on changing their entry term, or if they anticipate they will complete less than the required amount of credits for a term, they are encouraged to contact the financial aid office to determine what effect these changes will have on their award.

Awarding

Students will be eligible for all normal yearly amounts of each Federal, State and institutional awards. **The starting month will determine what award year the non-standard quarter will fall in.** An aid year runs from September to August. We do not combine yearly limits for non-standard quarters that cross over two different aid years.

Students will be offered aid based on full-time enrollment but the award will be adjusted as necessary if they are less-than full-time after the census day for the non-standard quarter. The enrollment levels are as follows:

Full-Time: 9+ credits
Three Quarter Time: 7-8 credits
Half-Time: 5-6 credits
Less than Half Time: 4 or less credits

For financial aid purposes, credits are only counted as part of the term that they are registered for in. This means that credits from previous terms that are currently “In Progress” or marked “Incomplete” will not be counted for enrollment level totals in future quarters.

Students cannot use state waivers for a FlexIT term, including employee waivers and National Guard waivers.

Disbursements

In order to ensure satisfactory academic progress is being made, students will be required to be in at least 9 credits before any aid will be disbursed for a non-standard quarter. These credits will need to be registered for in the non-standard quarter for which they are receiving aid. Credits that are currently “In Progress” or “Incomplete” from a previous quarter will not be counted as part of this total as credits are only counted for the term in which they are registered.

Disbursements for each non-standard quarter will happen after the census date for each term. The census date is third business day of the month that the non-standard quarter started in and so disbursement will happen on the fourth business day of the term. Disbursements and refunds will be applied to/through the student account same as our standard students.

For grant funding, normal census day rules apply. This means that students will need to be enrolled in all necessary credits by the third business day of the non-standard quarter to be eligible for any Federal, State and institutional grant funding for each term. We will not be able to increase grant funding for late enrollment in a term. This is also covered in our normal terms and conditions of financial aid.

Cost of Attendance

The Cost of Attendance (COA) budget for a full school year will be as follows:

Tuition = \$12,000
Room & Board = \$13,208
Personal/Misc.) = \$2,336
Transportation = \$1,680
Total Cost of Attendance (COA) for the Aid Year = \$29,224

One school year will be equal to four non-standard quarters. One fourth of this cost of attendance budget will be applicable to one non-standard quarter:

COA for 1st non-standard quarter: \$7,306

COA for 2nd non-standard quarter: \$7,306

COA for 3rd non-standard quarter: \$7,306

COA for 4th non-standard quarter: \$7,306

COA for the school year: \$29,224

Satisfactory Academic Progress (SAP):

Students are expected to complete a minimum of 9 credits per non-standard quarter in order to be meeting satisfactory academic progress. If you complete less than this amount, your SAP status may change.

Normal Federal and Institutional SAP policies apply, please refer to the SAP policy for those two types of awards.

For State based financial aid, the GPA and maximum time frame policies still apply as normal. For credit completion, students who complete less than half of their credits that they registered for in a non-standard quarter will be put on State aid suspension. If they complete less than 100% but more than half, they will be put on warning status. Students will still only be afforded two terms of warning status before they are put on suspension. Please refer to the enrollment chart on the first page of this policy for credit enrollment requirements.

The grades that are counted and are not counted as completed in the normal SAP policy are also the same. This means that for SAP financial aid purposes only "In Progress" grades are counted as completed from a previous quarter. **Again**, this is for SAP purposes for financial aid only.

SAP statuses for State based financial aid will be evaluated at the end of each individual non-standard quarter the next business day after they end. SAP status for Federal and institutional aid will be evaluated after the end of a non-standard quarter that ends on or after the last day of the academic year, after the month of August.

Withdrawals, Failed Classes and No Show grades

Students who withdraw or otherwise fail to complete any classes during a non-standard quarter will be subject to our normal Return to Title IV Aid, State aid return and institutional aid return policies. Please refer to our Return of Funds policy.

If it is determined that at the end of a non-standard term, a student failed to participate in all of their classes that they received aid for, their aid will be adjusted down to the enrollment level of credits that they participated in and the student will immediately owe back to the university all funding they would have been otherwise not eligible for.

Please NOTE: This policy is subject to change based on Federal, State and Institutional policies and regulations

Exceptions to policy must be authorized by Director of Student Financial Services or Associate Director of Student Financial Services.