



# Broward Technical Colleges

## **POLICIES AND CONDITIONS GOVERNING FEDERAL TITLE IV AWARDS**

### **PLEASE READ CAREFULLY**

Awards of Federal Pell and Federal Supplemental Education Opportunity Grants are contingent on the actual receipt of funds from the Federal Government.

The institution reserves the right to adjust or cancel awards for, but not limited to: changes in academics or enrollment status, conflicting documentation that cannot be reconciled, incomplete verification, knowingly providing incorrect or false information on an application, or falsified documents.

Awards are not disbursed until a student is actually enrolled.

**It is the student's responsibility to provide the required documentation to resolve verification items or conflicting information.**

Students must be enrolled in an eligible Title IV, Workforce Development Program for a minimum of 600 clock hours/15 weeks or longer.

Federal Pell Grant recipients must not owe a grant overpayment, nor be in default of any Federal Student Loan. Satisfactory repayment arrangements to repay the debt must have been made with the US Department of Education, the Guaranteed Agency or Loan Servicer.

An Award Letter provides your student financial assistance information. **It provides the expected awards, expected pay dates, and where checks can be picked up.**

Outside resources for payment of tuition, books, uniforms, tools, and/or childcare must be reported. Those monies are considered a resource.

### **Please initial the highlighted items below**

**\_\_\_\_\_** A student must inform the Financial Aid Office of any changes that occur in the award year. A withdrawal, re-entry, or completion of a program **must always be reported.** A recalculation of an award may result in returning a portion of the aid received if a student withdraws from a program within the first 60% of the payment period.

## SATISFACTORY ACADEMIC PROGRESS

### **Qualitative Standard: Cumulative Grade Point Average**

Satisfactory progress must be maintained qualitatively by maintaining a minimum cumulative grade point average, GPA of 2.0, grade of C, or a program's passing grade. A student's progress is reviewed at the end of the first payment period before a second disbursement of a Federal Pell Grant can be disbursed. A failed course, with an F letter grade, must be successfully passed before moving to another payment period.

### **Quantitatively Standard: Completion Rate**

A student must maintain a minimum number of clock hours per program. Students must demonstrate a pace, or show progress, by completing at least 67% of the attempted hours in order to complete their program within the required time frame allowed. If the student is behind in progress the student may not complete on time. When a teacher approves and credits a student transfer hours from another institution, those hours count towards the completion rate.

**Maximum Time Frame:** A student must be progressing at a rate that enables them to complete their program. Federal regulations specify that the maximum time frame may not exceed 150% of the published program length. For example: A 900 clock hour program must be completed within 1350 clock hours. Students must adhere to the attendance policy of the institution they attend. A student must maintain a minimum of 67% of the attempted hours in their program in order to complete their program within the required time frame allowed.

### **Financial Aid Warning:**

Student's who fail to meet the minimum cumulative GPA of 2.0 or their program's GPA, and/or fail to maintain the pace to complete their program, are given a Financial Aid Warning. Students that are placed on a warning remain eligible for financial aid for only one payment period. After one payment period, students must again meet the Qualitative and Quantitative Satisfactory Academic Progress guidelines, or the student financial aid is terminated. An appeal is not available.

**Please Note:** In some cases, students will need to cover the cost of books, uniforms and tools. Students who have completed their Pell Grant student file ten days prior to the first day of class and have the available funds after paying tuition/fees may have book eligibility.

Federal Pell Grant paper checks are disbursed directly to a full-time student twice in the award year. **Part-time students receive half of the annual pell disbursement.** FSEOG Grant disbursements are disbursed in accordance with each institution's guidelines and availability of funds. Students are notified when checks are available. A picture ID is required.

**The signature below acknowledges you have read and understand the Institutional Policies and Conditions to receive a Pell Grant disbursement.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date