

Title: Student's Rights and Responsibilities
In Accepting Financial Aid

Policy
No.: ADM 3.36

Date: 2/15/2008
Rev.:

Areas Affected: All BSMSO Faculty

Page 1 of 2

PURPOSE:

To address students' rights and responsibilities in accepting financial aid.

SOURCE:

Office of Financial Aid

POLICY:

Student Rights in Accepting Financial Aid

Students have the right to know:

- What financial aid programs are available through the School.
- The application deadlines and criteria for financial aid.
- How financial aid was determined.
- The interest rate, processing fees, terms of repayment and what may happen if student defaults on repayment.
- The approximate cost of the education program and the actual tuition and fee rates.
- The School's refund policy.
- The Department of Education now has the authority to confirm student and parent applicant tax information with the Internal Revenue Service. Information to be verified includes adjusted gross income, federal income taxes paid, filing status, and reported exemptions.

Student Responsibilities in Accepting Financial Aid

Students have the responsibility to:

- Review the curriculum and financial requirements before enrolling in the School of Nursing.
- Complete all financial aid application documents accurately and honestly without false or misleading information.
- Request only the amount of funds really needed.
- Submit all required paperwork within the specified timelines.
- Reapply for financial aid each year by the specified deadline(s).
- Notify the School office of any (a) financial aid received from sources outside of the School; (b) changes in their family's financial situation and; (c) changes in address and telephone number.
- Keep copies of all financial aid documents.
- Use all financial aid for educational expenses.
- Make arrangements for repayment, as indicated, upon graduation or withdrawal.

Reference Policy # _____

Approved by:

Signature

Title

Date

Approval History:

Committees and Dates:
Office of Financial Aid
Faculty Organization –
Faculty Forum –

ORIGINAL