

RETURN TO:

OFFICE OF FINANCIAL AID
 CERRO COSO COLLEGE
 3000 College Heights Blvd.
 Ridgecrest, CA 93555

Name of Financial Aid Applicant (Please print **using black ink**)

 Last First MI

 Cerro Coso Student ID # @

**TERMS OF AGREEMENT
 SATISFACTORY ACADEMIC PROGRESS REGULATIONS**

The Cerro Coso College Catalog describes academic requirements to maintain enrollment at Cerro Coso College. It is the responsibility of each student to follow the Educational Plan completed with his/her counselor and to complete a designated program of study within the maximum time frame as specified in the Satisfactory Academic Progress Regulations described below.

NOTE: All units attempted in the Kern Community College District (Bakersfield College, Cerro Coso College and Porterville College) will be used to determine satisfactory academic progress. All units from other institutions that are accepted for credit by Cerro Coso College will be used to determine satisfactory academic progress.

To receive financial aid, students must also maintain the standards described below.

LENGTH OF ELIGIBILITY: Federal regulations require colleges to establish a maximum time frame during which students are eligible to receive financial aid. Cerro Coso College has established a maximum time frame **of 90 attempted units**. Students are no longer maintaining satisfactory academic progress for financial aid after attempting 90 or more units whether or not financial aid was received.

GRADE POINT AVERAGE (GPA): To maintain satisfactory academic progress and remain eligible for financial aid, students must maintain a minimum cumulative grade point average of 2.00.

UNIT COMPLETION REQUIREMENT: Cerro Coso College will review each student's academic progress at the time of determining eligibility. To maintain satisfactory academic progress, students must complete a total of 67% of the cumulative units attempted with a cumulative grade point average of 2.00 or better.

PROBATION: Students who fail to meet the unit and/or grade point average requirement will be placed on financial aid probation. If students fail to meet the conditions of their probation during the academic year, financial aid will be terminated.

SUSPENSION: Students who fail to complete the conditions of their probation are not maintaining satisfactory academic progress and will be terminated from financial aid.

Students who have attempted 30 or more units and fail to complete at least 50% of the cumulative units attempted at any time during the academic year will be terminated from financial aid.

Students who fail to maintain a cumulative grade point average of 2.00 by the end of the second year of attendance, at any time during the academic year, will be terminated from financial aid. The end of the second year of attendance is defined as attempting 60 or more units.

REINSTATEMENT: Students who have not maintained satisfactory academic progress and have been terminated from financial aid may re-establish eligibility by successfully completing the unit completion requirement and/or raising the cumulative grade point average to a 2.00 during a semester or semesters without aid.

EXCEPTIONS: Students who have extenuating circumstances may appeal for an exception to the Satisfactory Academic Progress Regulations. Appeals must be submitted in writing and must be accompanied by a counselor approved Student Educational Plan and documentation of the extenuating circumstances. Only one (1) appeal will be accepted per semester. Students granted an exception may be placed on probation, must meet satisfactory academic progress standards, and abide by the conditions determined by the Appeal Committee during the probationary semester.

GRADE INTERPRETATION: Students successfully complete a course by receiving a grade of A, B, C, D or CR (Credit). A grade of F, NC (No Credit), I (Incomplete), W (Withdrawal) or RD (Report Delayed) does not count as a successfully completed course.

CONTINUED ON REVERSE

In accepting financial assistance, students must be aware of their responsibilities and the policies which govern the various programs. You must read and comply with the following terms:

1. I am not in default on any Title IV educational loans made to attend any college and do not owe an overpayment on any Title IV grant to any college.
2. I am free of any drug-related offenses.
3. I cannot receive financial aid payment at more than one (1) post-secondary institution for the same period of enrollment. Further, I cannot receive financial aid payment that exceeds the maximum annual award.
4. I must be enrolled in an eligible program leading to a degree (A.A. /A.S.), transfer or certificate to be eligible for financial aid.
5. I must have a high school diploma, GED or pass the Cerro Coso College Assessment Test with qualifying scores. Students scheduled to graduate in 2007-08 must pass the California High School Exit Exam to qualify for some financial aid programs (Refer to #17 below).
6. My financial aid payments will be adjusted based on my enrollment status at the time each payment is processed.
7. I understand that if my enrollment drops below six (6) units after receiving my first Pell Grant payment, I may owe all or a portion of my first Pell Grant payment back to the institution.
8. I understand that there will be no payment adjustments after the final payment has been processed for each semester. Dates are as follows: October 13, 2008 for Fall 2008 and March 9, 2009 for Spring 2009.
9. I must be enrolled in eligible classes by August 18, 2008 to receive the August 26, 2008 payment.
I must be enrolled in eligible classes by January 12, 2009 to receive the January 20, 2009 payment.
10. I must be enrolled in semester length courses to be eligible for payment.
11. I cannot receive financial aid payment for any units completed as a result of Credit by Examination.
I cannot receive financial aid payment for any courses taken for Audit or with a registration status of RR (repeated courses).
12. I may appeal IN WRITING any decision regarding my satisfactory progress to the Financial Aid Appeal Committee. The appeal must include reasonable documentation of extenuating circumstances. The deadline for submitting an appeal for Fall 2008 consideration is December 5, 2008 and May 8, 2009 for Spring 2009 consideration. Only one (1) appeal will be accepted per semester.
13. I am required to report IN WRITING TO THE OFFICE OF FINANCIAL AID any changes in enrollment and/or withdrawal from Cerro Coso College.
14. I understand that correspondence from the Office of Financial Aid will be mailed to the name and mailing address on file with the Admissions and Records Office. All changes in name and/or address must be reported directly to the Admissions and Records Office.
15. I understand that the amount of financial aid I receive is directly related to the cost of attending Cerro Coso College and that my financial aid funds must be used FIRST to pay charges for expenses incurred at Cerro Coso College. Further, I understand that any charges incurred will be deducted before my financial aid payment is disbursed.
16. I understand that if I completely withdraw from classes, I may be subject to repayment of funds received from all Title IV programs. I further understand that I will lose eligibility for future financial aid if I do not repay the funds.
17. In the event of financial aid overpayment, regardless of the cause, I must repay the funds. This includes students who received financial aid funds and are later determined to be ineligible.

I have read and understand the above Terms of Agreement and the Satisfactory Academic Progress Regulations (on the front side of this form). Failure to maintain satisfactory academic progress or comply with the Terms of Agreement will result in cancellation of my financial aid payments.

Signature _____

Date _____