

Dear Student:

Enclosed, please find your Estimated Award Notification for the 2009-2010 academic year. Please read the award notification and all accompanying documentation carefully. This will be the only paper notification you will receive regarding your aid awards. You will be notified via your OCC Mailcruiser e-mail address of any revisions to your award. Please retain copies of all correspondence for your records.

1. **If you are or will be attending OCC as a Jump Start student for the 2009-2010 academic year, you have received this notice in error. Jump Start students are not eligible for Federal or State student aid as they have not attained a high school diploma or its equivalent at the time of enrollment.**
2. Awards are based on full-time enrollment (12 or more credits) in a degree-seeking program or eligible certificate program*.
3. For loan eligibility, you must maintain **at least six (6) credits** in a degree-seeking program or eligible certificate program*.
4. If your enrollment status changes, these awards may be adjusted. You will be notified via your OCC Mailcruiser e-mail address of such adjustments.
5. Scholarships and other outside aid that are not reflected on this award notice may affect loan eligibility and loan amounts may need to be adjusted. You will be notified via your OCC Mailcruiser e-mail address of such adjustments.
6. **Adjustments made to your Financial Aid Awards may also affect your billing status. It is important to check with the Business Office if any changes are made to your Financial Aid Awards.**
7. Federal Stafford Loans require a separate Promissory Note, Loan Request Worksheet, and Loan Counseling. To complete the Federal Stafford Loan Process:
 - a. Go to www.ocean.edu, click on Quick Links, Financial Aid, and then Apply for a Loan.
 - b. Click on 09-10 Loan Request Form, fill out and click submit.
 - c. Wait to be redirected to the NJ Higher Education Student Assistance Authority (NJHESAA) website and then follow the site's directions for completing your loan Entrance Interview and Master Promissory Note (MPN). Returning students who have previously borrowed loans at Ocean County College are not required to complete a new MPN.

FINANCIAL AID AWARD NOTICE INFORMATION AND PROCEDURES

Please read this information carefully and keep it for reference. In accepting your Financial Aid Award Notice, you are indicating that you understand the procedures and accept the responsibilities involved in receiving financial aid. You should be aware that if you or your family knowingly make false statements or misrepresentations on any application or form for financial assistance, you may be liable for prosecution and repayment of all assistance obtained.

***OCC reserves the right to change or cancel all student assistance awards due to new regulations, revised allocations and/or additional information gathered concerning the student's financial aid eligibility.**

OCC subscribes to the federally mandated system of "need analysis" for the purpose of awarding "need-based" financial aid. Your Award Notice indicates the estimated amount of financial aid (need-based and non-need-based) you may be eligible to receive as a result of the information you submitted on the Free Application for Federal Student Aid (FAFSA).

* Eligible certificate programs are those programs which are eligible for full-credit towards a degree, have been approved by the U.S. Department of Education and are included on OCC's Federal Program Participation Agreement. Continuing Education programs are not eligible for Federal or State student aid.

The results of the FAFSA determined your Expected Family Contribution (EFC), which we then subtract from your Cost of Attendance (COA) to obtain your "financial need". We are then able to determine your financial aid eligibility for scholarships/grants, work-study and student loans.

! **RENEWING YOUR FINANCIAL AID**

Financial aid is **NOT** automatically renewed from one year to the next. **You must re-apply each year.** This requires submitting a new FAFSA application and any additional documents requested by the Financial Aid Office to complete your financial aid file. You may complete your application beginning in January of each year by going online to www.fafsa.ed.gov. **Financial assistance will be dependent upon the availability of funds, demonstration of financial need, and satisfactory academic progress.**

! **DISBURSEMENT OF FUNDS**

Financial aid will **NOT** be disbursed until your financial aid file is complete and your class attendance has been verified. You will be notified via e-mail when your Stafford Loan has been disbursed to your account.

! **STUDENT REFUND POLICY REGARDING EXCESS AID RECEIVED**

Students are entitled to a refund if their total financial aid received is in excess of direct charges (i.e., tuition and/or fees). These refunds may be used for other educational expenses. It is the policy of the school to issue student refunds in a timely manner. This is usually after the Financial Aid Office has confirmed the student's enrollment and the school have received the student aid funds from the federal and state governments. (For information regarding the OCC Refund Policy on institutional charges, please go to: <http://www.ocean.edu/admissions/refund.htm>).

! **STUDENT RIGHTS**

1. To have complete information regarding fees, payment and refund policies available to you
2. To have all personal and family financial information treated with confidentiality.
3. To appeal to the Financial Aid Office if student's situation warrants reconsideration of student's financial aid eligibility.

! **STUDENT RESPONSIBILITIES**

1. Advise the Office of Financial Aid if you change your enrollment status from full-time to less than full-time.
2. Advise the Office of Financial Aid of any additional aid received, but not indicated on your Financial Aid Award Notice (i.e., Scholarships).
3. Inform the Office of Financial Aid if you expect to withdraw or take a leave of absence. Please refer to the school catalog regarding the school's refund policy.
4. Submit to the Office of Financial Aid any required documentation for verification of financial and other relevant information pertaining to your application.
5. Give permission to the Office of Financial Aid to relate pertinent financial, academic and other information to donors of aid as requested.
6. Maintain satisfactory academic progress for financial aid as stated in the school's catalog
7. Report, as income on your federal tax return, grants and scholarships received in excess of tuition, books and fees.

It is very important that you comply with these instructions.

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