

If you receive any disbursement of financial aid, but know you haven't attended any of your classes, you must return that entire payment to the college immediately.

## ENROLLMENT CONDITIONS

*Tuition Assistance Program (TAP)* – You will keep your TAP award for the semester if you attain a TAP eligible enrollment status any time between the first day of classes and the end of the add/drop period, even if you subsequently withdraw from these classes. Your original award amount may be adjusted to reflect recalculated tuition.

*Federal Pell Grant* – Award amounts are prorated each term based on whether you are enrolled full-time (12 or more equated credits),  $\frac{3}{4}$  time (9-11 equated credits), half-time (6-8 equated credits) or less than half-time (1-5 equated credits) at the time your award is disbursed.

*Federal Work-Study, FSEOG, Federal Perkins and Direct Loans* – You must maintain at least half-time enrollment to receive these grants and loans. If you fall below half-time status at any point in the semester, you may not receive further disbursements of these funds.

*Academic Competitiveness Grant and Vallone Scholarship* – You must be enrolled full-time to receive these awards.

*College Discovery* – You must be enrolled full-time to be eligible for CD funds, unless you are in your graduating semester.

## WITHDRAWAL

Financial aid is awarded with the expectation that you attend school for the entire period for which the awards were intended. Federal regulations specify that you must attend at least 60% of

the semester before you become eligible for 100% of the federal aid awards for that term. If you withdraw from all your classes before you have completed 60% of the semester, the college will determine the portion of your federal awards you are entitled to receive according to a prescribed attendance formula. If you have received, or the college has received on your behalf, more federal aid funds than the formula allows, the award amounts you were not entitled to will have to be repaid to the federal government. On the other hand, if you received less aid than the formula allows, you may be eligible for a post-withdrawal disbursement. Learn more about effects withdrawal can have on your financial aid eligibility at

<http://www.bmcc.cuny.edu/finaid/withdraw.html>.

## SATISFACTORY ACADEMIC PROGRESS

In accordance with federal and state guidelines and University policy, you must be making satisfactory progress in your program of study in order to remain eligible for federal and state awards. You will be measured for satisfactory academic progress each year according to the satisfactory progress standards established for each financial aid program. Review these satisfactory progress guidelines at

<http://www.bmcc.cuny.edu/finaid/sap.html>.

## OUTSIDE AID YOU MAY BE RECEIVING

You must notify the Financial Aid Office if at any time during the year you receive any type of financial assistance that is not listed on your award notice. This includes scholarships from all sources; vocational rehabilitation support; assistantships or fellowships; and all other aid from outside sources. Your aid package may need to be modified as a result of your receipt of outside aid.



PELL

OFFICE OF FINANCIAL AID  
INFORMATION GUIDE

TAP

YOUR  
FINANCIAL AID  
AWARD  
LETTER

FWS

ACG

CD

FSEOG

SCHOLARSHIPS

PERKINS LOAN

199 CHAMBERS STREET  
NEW YORK, NY 10007  
212-220-1430  
ROOM N-340  
WWW.BMCC.CUNY.EDU/FINAID/



## INTRODUCTION

You recently filed a Free Application for Federal Student Aid (FAFSA) and a New York State Tuition Assistance Program (TAP) application to apply for various federal, state and city-funded financial aid programs for the 2009-10 academic year. The City University of New York has awarded you with a financial aid package based on the information you provided on your FAFSA and TAP applications. The enclosed award letter lists the types and amounts of financial aid you may expect to receive in the coming year. In making these awards, CUNY attempted to honor the particular program and award preferences indicated on your applications. This brochure outlines your rights and responsibilities as a financial aid recipient at BMCC. Please read it carefully and familiarize yourself with all requirements and restrictions.

## YOUR AWARDS PACKAGE

Your awards package covers the entire 9 month academic year [September 2009-June 2010]. In making these awards, CUNY assessed your need for assistance according to a cost of attendance estimate based on University and federal guidelines. Learn more about the costs associated with attending college at <http://www.bmcc.cuny.edu/finaid/expenses.html>. CUNY also assumed you will be in attendance full-time for both the fall and spring terms. If you do not attend both terms or if your enrollment is less than full-time in either term, your awards will be recalculated and may be adjusted accordingly. Your awards package may consist of some or all of the following types of financial aid:

- ✓ *Tuition Assistance Program (TAP)* – a New York State funded grant program paid on your behalf directly to the College for full-time or part-time tuition.

- ✓ *Federal Pell Grant* – used to pay your tuition, & help you obtain books, supplies and transportation.
- ✓ *Federal Supplemental Educational Opportunity Grant (FSEOG)* – awarded to students who show exceptional financial need.
- ✓ *Academic Competitiveness Grant (ACG)* – provides awards for the first 2 years of undergraduate study to eligible students.
- ✓ *College Discovery* – a special program that pays the school fees for eligible students and provides an allowance for books and supplies.
- ✓ *Peter F. Vallone Academic Scholarship* – created by the New York City Council to recognize graduates of New York City high schools who attained a "B" or higher average and successfully completed at least 12 CPI courses.
- ✓ *Federal Work-Study* – money that you earn from a job obtained through the Financial Aid Office.
- ✓ *Perkins Loan* – a low interest (5%) loan awarded by the college that must be repaid.

Please note that CUNY does not automatically include William D. Ford Federal Direct Loan program funds as part of your awards package even though you may be eligible for these loans. To be considered for a Federal Direct Loan, submit a separate online loan request. Learn more at <http://www.bmcc.cuny.edu/finaid/loanrequest.html>.

## APPEALS

Your awards package was determined from a review of the information about you and your family provided on your financial aid applications. If something has changed in your family circumstances such as loss of job or other drastic changes in your family's financial situation, you may ask for a review of your situation and, if

warranted, a recalculation of your eligibility. If, for any reason, you wish to have your awards package reconsidered, please do not hesitate to discuss your situation with a financial aid counselor.

## FINANCIAL AID DISBURSEMENTS

TAP and Pell Grant funds are usually credited to your student bill once you register for classes each term. Each grant program has different credit enrollment requirements in order for you to qualify for these funds.

Federal Perkins Loans may also be credited to your tuition bill once your loan request has been processed. Speak to the Bursar's Office if you wish to use your Perkins Loan to help you pay your tuition.

Other grants, loans or scholarships not utilized for tuition or fees will be issued to you after the drop/add registration period according to a payment schedule viewable online at <http://www.bmcc.cuny.edu/finaid/disbursement.html>.

## ATTENDANCE

Student financial aid is awarded with the expectation that you will attend school for the entire period for which your financial aid was intended. To qualify for any financial aid payments, you must actually begin attendance in your classes. The college uses attendance information reported by your instructors to determine whether or not you have actually begun attendance. Before disbursing any grant or loan payments, your enrollment status will be verified with the Registrar. The credits for any course from which you have withdrawn, officially or unofficially, are not counted in calculating your enrollment status, even though you may still be charged for these courses. If you register for classes but do not begin attendance in each class, your financial aid may be cancelled.