2013 SUMMER FINANCIAL AID
GUIDE BOOK
The purpose of this booklet is to educate Daytona State College students on how to apply for financial assistance for the summer term, what types of assistance are available for the summer, and how it is disbursed.

**HOW TO APPLY FOR SUMMER FINANCIAL AID**

1. Complete the Free Application for Federal Student Aid (FAFSA) for the 2012-2013 if you have not already done so.
2. Make sure that all required documents to complete your financial aid file have been submitted to the office.
3. Register for a summer term. Financial aid applications will not be processed unless the student has registered for a summer term, and items 1 and 2 above are completed.
4. The Pell Grant will be awarded automatically to registered students with remaining eligibility. Effective July 1, 2012, for the 2012-2013 year, The Consolidated Appropriations Act of 2012 reduced the duration of a student’s eligibility to receive a Pell Grant from 18 semesters (or its equivalent) to 12 semesters (or its equivalent).
5. **Loans for the summer term will be awarded per request only.** You must complete and submit a Summer Direct Loan Request Form to the Financial Aid Services Office. You can obtain the Summer Direct Loan Request Form at the Financial Aid Office on any of the branch campuses.
6. Note: Payment for summer charges are due within 10 days from the date you register, if you register during the period of April 1-April 29 for Summer A or the 10 week session, and for summer B, if you register within the period of April 1–June 10. Therefore, it is important that you submit your Summer Direct Loan Request form within that time period in order for the summer bill to be deferred.
7. Book vouchers will be available to students who will have financial aid funds available after their bill for the summer term has been paid in full. Book vouchers are available in the Office of Student Accounts.
8. If, after the end of the spring term you are not meeting the requirements for Satisfactory Academic Progress, your summer aid will be canceled.

**ELIGIBILITY REQUIREMENTS FOR SUMMER FINANCIAL ASSISTANCE**

**Federal Pell Grant:**
- Grant amounts are based on your expected family contribution (EFC), cost of attendance (determined by the school), your enrollment status, and whether you attended a full academic year.
The amount of Pell Grant funds available for each enrollment status is based on the payment approved for each EFC according to the federal payment chart. For example, if you were received a Pell Grant during the academic year, you may have eligibility for the summer (see below).

<table>
<thead>
<tr>
<th>Fall 2012</th>
<th>Spring 2013</th>
<th>Estimated Remaining Eligibility for Summer 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>Full time</td>
<td>No remaining eligibility</td>
</tr>
<tr>
<td>Full time</td>
<td>Half time</td>
<td>Half time</td>
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<td>Half time</td>
<td>Half time</td>
<td>Full time</td>
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<tr>
<td>Full time</td>
<td>Three-quarter time</td>
<td>One-quarter time (less than half time)</td>
</tr>
<tr>
<td>Three-quarter time</td>
<td>Three-quarter time</td>
<td>Half time</td>
</tr>
</tbody>
</table>

Students cannot receive a Federal Pell Grant if they are repeating a vocational course. Effective July 1, 2012, the maximum number of semesters a student can receive a Pell Grant from any and all colleges has been reduced to the equivalent of 12 full-time semesters.

**Federal Direct Loan:**
- Students who did not borrow the maximum amounts available to them per their grade level in their program of study and dependency status during the 2012-2013 academic year may have remaining eligibility for a Direct Loan for the summer 2013 term.
  - For example, you are an Independent student who has earned less than 29 credits and you borrowed a subsidized Direct Loan for $1,750 in the fall and spring terms (for a total of $3,500 for the academic year). That is the maximum per your grade level, and you would not be eligible for any additional subsidized loan. If you did not borrow the unsubsidized Direct Loan, you may have loan eligibility for the summer for an unsubsidized Direct Loan only.
- In order to borrow for this 2013 summer term, you must be enrolled in at least 6 credit hours for the summer sessions. For example, you may be registered for 6 credits for Summer A, or you may be registered for 3 credits for Summer A and 3 credits for Summer B in order to be eligible for a loan.
- The interest on the **Subsidized Direct Loan** is paid by the federal government while the student is enrolled for at least 6 credit hours. Students who demonstrate need through the FAFSA are eligible for this type of loan. The interest on the **Unsubsidized Direct Loan** is not paid by the federal government while the student is enrolled; the interest is accruing. The interest rate is 6.8% for the Unsubsidized Direct Loan. You have the option to have the interest added to the principal balance of the loan, or you may make the interest payments.
- Borrowing on a loan is a serious undertaking, and can be a major contributor to excessive student debt. Be a smart borrower and avoid overwhelming loan obligations by understanding your options and keeping your debt to a minimum. You are encouraged to borrow only the amount necessary to pay for tuition, fees, and books. **Caution:** Please remember, at the start of the semester, loans are being processed by every college in the country, resulting in a possible slowdown in the system due to the high volume. You should never write checks or make payment promises when waiting for a loan disbursement.
- First-year students who are also first-time loan borrowers will not receive their loan funds until at least 30 days after classes begin in their program.

- **Summer loans will be disbursed in two disbursements during the term, one-half of the loan proceeds each time. The second disbursement cannot be received until half way through the loan period.** Check the Office of Student Accounts web sites for estimated disbursement dates.

- Disbursement of loan funds is dependent upon when the award was made, when all loan paperwork has been processed, when the loan has been certified, and when the college receives the loan funds.

- The first source of funds posted to your student account will be used to pay your charges to the College. This means that if your loan funds are posted to your student account prior to grant funds, the loan funds will be used to pay your charges with the college.

- **Federal Direct Loan Entrance Counseling:** All first-time Direct Loan borrowers at Daytona State must complete Federal Direct Loan Entrance Counseling. The purpose of entrance counseling is to inform you of your rights and responsibilities as a borrower. **The loan will not be disbursed until the Loan Entrance Counseling is completed.** Loan Entrance Counseling may be completed on the web at [http://studentloans.gov](http://studentloans.gov).
  - Click Sign-In in the Manage My Direct Loans box on the left
  - Sign in using your PIN (this is the same PIN used to sign your FAFSA)
  - Select Complete Entrance Counseling (on the menu on the left)
  - The Financial Aid Office will be notified when this requirement is met.

- If you have not already done so, please complete and return the Direct Loan Request form for the summer (if you would like to request a loan for the summer) or the Federal Direct Loan Acceptance Form for the Summer 2012 term (if the award you received in the mail includes a loan for summer; the Acceptance Form is included with your award letter).

- If you have not already done so, please Complete the Federal Direct Loan Master Promissory Note (Direct Loan MPN) on the web at [www.studentloans.gov](http://www.studentloans.gov):
  - Click Sign-In in the Manage My Direct Loans box on the left
  - Sign in using your PIN (this is the same PIN used to sign your FAFSA)
  - Select Complete MPN (on the menu on the left)

- **Deadline dates for submission of loan paperwork for Summer 2012:**
  - 10 week summer and summer Term A: If you are registered for classes in the 10 week summer term and/or summer Term A, all loan paperwork (Direct Loan Acceptance forms, Direct Loan Request forms, Direct Loan entrance counseling, Direct Loan MPN, etc.) must be received by the Financial Aid Office no later than June 17, 2013.
  - Summer Term B: If you are registered for all summer Term B classes, all loan paperwork (Direct Loan Acceptance forms, Direct Loan Request forms, Direct Loan entrance counseling, Direct Loan MPN, etc.) must be received by the Financial Aid Office no later than July 29, 2013.

**FINANCIAL AID DISBURSEMENT INFORMATION**

- **Note:** Disbursement is when the funds are expected to be posted to your account to pay any outstanding fees at the time. Disbursement is not your refund. Please see the Student Account Office for refund dates and questions regarding refunds.
• Disbursement of student loans, grants and scholarships will not occur until each instructor has verified attendance. In all cases, the first source of money to the college is used to pay outstanding charges.

• Students should be aware that certain courses have staggered or irregular start dates (A and B terms) that are not the same as the beginning of the standard semester. Students enrolled in these courses are not eligible to receive the funds until the classes are in progress and enrollment has been verified. [For example: Since a student must be enrolled for at least 6 credits in order to receive the loan funds, if you are enrolled for 3 credits in Term A and 3 credits for Term B, your loans will not be disbursed until after Term B begins and your enrollment is verified. If you are enrolled for 6 credits for Term B only, your loan funds will not be disbursed until after Term B begins and your enrollment is verified.] (Disbursement of loan funds will occur only after your financial aid award has been made, all loan paperwork has been received, the loan has been processed, and the college receives the loan funds.)

• Enrollment Status: Your financial aid award is based on your enrollment status as indicated on your award letter or on the web. Your financial aid award will be adjusted after the end of the add/drop date based on your actual enrollment status. If you are receiving a Pell Grant, the disbursement of funds will not occur until after the start dates of your classes. Please note that most financial aid programs require the student to be enrolled for at least six credits, and some of your aid may be reduced or canceled if you are not enrolled in the minimum number of credit hours required by the award program.
  o Full-time enrollment: 12 or more credits
  o Three-quarter-time enrollment: 9-11 credits
  o Half-time enrollment: 6-8 credits
  o Less than half time enrollment: 1-5 credits

**Student Withdrawal and Federal Requirements**

This policy applies only to students who receive Federal student financial assistance under Title IV of the Higher Education Act. Types of assistance are the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Teacher Education Assistance for College and Higher Education Grant, Federal Direct Loan (subsidized and unsubsidized) and Federal Direct Parent PLUS Loan. A student who withdrawals from or stops attending course(s) prior to completion of more than 60 percent of the semester will be required to repay all or a percentage of the federal aid received.

A student who plans to attend both the A term and the B term and withdraws from classes in the A term or withdraws from classes in the B term, may be required to repay all or a percentage of the federal aid received.

**If the student withdraws from classes in the A term, he/she must confirm in writing at the time of withdrawal from the A term that he/she does intend to enroll in the B term classes.** If the student does not submit this written confirmation of the intent to enroll in the B term classes at the time of withdrawal from the A term, the student will be considered withdrawn for financial aid purposes, and the student may be required to repay all or a percentage of the federal aid received. (Also, if the student completes all classes from the A term, but withdraws from all classes from the B term, the student will also be considered withdrawn for financial aid.
purposes, and the student may be required to repay all or a percentage of the federal aid received.)

**OTHER IMPORTANT INFORMATION**

**Satisfactory Academic Progress:** Financial Aid Satisfactory Academic Progress is checked at the end of each term. In order to determine if you are meeting the standards, all transcripts from all previous post-secondary institutions attended are required. In order to receive financial aid, you must earn at least 67% of all of your attempted credit hours, have a cumulative grade point average of at least a 2.0 (2.5 if you are in the BS in Education) and complete degree or certificate requirements within 150% of the program length (including all Daytona State attempted credits and all attempted transfer credits). Students will also be ineligible for aid as soon as it is determined to be mathematically not possible to graduate within the 150% timeframe, not when the 150% timeframe is reached. If you fail to meet any of the above requirements you may be subject to financial aid suspension and your summer financial aid award will be canceled.

Examples of not meeting SAP requirements:

- Student A attempted 55 credit and earned 15. Student A's overall completion rate is 27% (15/55 = .27) Student A has not meet the 67% completion rate requirement and will be placed on financial aid suspension if the SAP status for the previous term was Warning.

- Student B had changed his program from an AS degree in Human Services, and has attempted 60 hours towards that program. Student B is currently in an AA program for Business and has attempted 33 hour for that program. The 60 hours from the AS program Student B was in and the 33 attempted hours for the AA program Student B is currently in equal 93 attempted hours. Student B does not meet the 150% of attempted hours to meet the degree because the total hours need to complete an AA is 60 hours. 150% of 60 hours is 90 hours attempted and student B has attempted 93 hours. Student B would be placed on Financial Aid Suspension.

If the college receives information indicating that you have exceeded your annual maximum aid because of the aid you received at another institution, you will be required to return all or a portion of the aid received from Daytona State College. Federal regulations require you to be enrolled in an eligible program of study that leads to a degree or certificate, and be enrolled in courses required for that degree or certificate.

Students enrolled in vocational programs for summer are awarded based on a different set of federal regulations, so the information about credit course enrolment may not apply. Please check your specific situation with the Financial Aid Office.
OFFICE HOURS:

Daytona Campus:  Monday-Thursday 8 a.m.-6:30 p.m.; Friday 8 a.m.-5 p.m.

Deland Campus:  Monday, Wednesday and Friday 8 a.m.-5 p.m.;
    Tuesday, Thursday 9:30 a.m.-6:30 p.m.

Deltona Campus:  Monday 9:30 a.m.-6:30 p.m.; Tuesday– Friday, 8: am—5 pm.

Edgewater/New Smyrna Beach Campus:  Monday 9:30 a.m.-6; 30 p.m.;
    Tuesday - Friday 8 a.m.-5 p.m.

Flagler/Palm Coast Campus:  Mondays, Wednesday-Friday 8 a.m.-5 p.m.;
    and Tuesday  9:30 a.m.-6:30 p.m.

SUMMER HOURS:  Beginning May 17, 2013-July 26, 2013, Daytona State College will be
closed on noon on Fridays.  All College offices will be closed from 12 p.m.-5 p.m. on
Fridays during that time period.  Please visit the various offices to see the hours of
operation for this time period.

Financial Aid Services Office
1200 W. International Speedway Blvd
Daytona Beach, FL  32114
386-506-3015 Office
386-506-4442 FAX
Email:   financialaid@daytonastate.edu