



**HARTNELL COLLEGE**

Office of Financial Aid  
411 Central Avenue  
Salinas, CA 93901

Phone: 831-755-6806

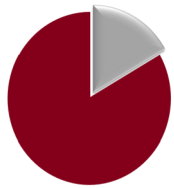
Fax: 831-759-6014

E-mail: [finaid@hartnell.edu](mailto:finaid@hartnell.edu)

Website: [www.hartnell.edu/financial\\_aid](http://www.hartnell.edu/financial_aid)



**Did You Know?**



86% of Hartnell students receive some kind of financial aid.



Many Hartnell students apply for and receive private scholarships to supplement their financial aid. Please see [www.hartnell.edu/financial\\_aid/scholarships](http://www.hartnell.edu/financial_aid/scholarships) for more information.



If you're having trouble affording your books, speak with your instructor. Many instructors put text books on reserve in the library or will let you use an older edition.

**Visit Us at Any of Our 3 Locations!**

Most financial aid transactions can be done at any of our three campuses: the **Main Campus**, the **Alisal Campus**, or the **King City Education Center**. You can check your status, submit BOG Fee Waiver applications, turn in additional documents, or get information about financial aid at any of the three locations.



Most financial aid documents and services are available at the Alisal Campus and King City Education Center, in addition to our offices on the Main Campus.



You can also find information about which documents the Financial Aid Office is requesting on your PAWS account under the section that says "My Financial Aid Documents."

Due to the **Family Educational Rights and Privacy Act (FERPA)** we cannot release financial aid information to anyone except for the student themselves. Additionally, we are not able to release student information over the phone. Status checks must be done in person with a valid photo ID or via your Hartnell email.



**HARTNELL COLLEGE**

**Special points of interest:**

- Financial aid processing timeline (page 1)
- How can I check my status? (page 4)

**Inside this Guide:**

Cost of Attendance	2
Types of Awards	2
Full-time vs. Part-time	2
Panther Gold Card	3
Satisfactory Academic Progress	3
Withdrawing from Classes	3
Student Email	3
Contact Information	4

# Financial Aid Award Letter Guide

2016-2017 School Year

## Welcome to Hartnell College!

Welcome to Hartnell College! We have received your FAFSA and will now conduct a review of your financial aid eligibility.

This Guide contains important information regarding the types of financial aid available, the financial aid process, and how you can get more information about your file.

Along with this guide you'll find your **Financial Aid Award Letter** for the year, which lists the estimated

amounts and types of financial aid that you may be eligible for. This information is based on the Federal Department of Education's review of your FAFSA and the Expected Family Contribution (EFC) they determined for you. We will conduct our own review, which may change the award amounts and types listed.

If you have any questions about the information listed in this guide, please give us a call or visit our website at [www.hartnell.edu/financial\\_aid](http://www.hartnell.edu/financial_aid).

## What Happens Now?

When the Federal Government processed your FAFSA, they did a preliminary check of your financial aid eligibility. We are required to conduct our own review and may require you to submit additional documents in order to determine your eligibility. If we do request additional documents we will:

- Send you a **Missing Document Letter** to the address that Admissions and Records has on file for you
- Send you an email to your Hartnell Student email account (see page 3)
- Post the required items on your PAWS account under the section that says "My Financial Aid Documents"
- Tell you in person if you come in to check your Financial Aid status at any of our three office locations (see page 4).

The entire financial aid process can take some time. While we always try to have students' financial aid payments ready for the start of the semester, students should be prepared to purchase books and supplies on their own in the case that it isn't. During peak periods (May-October),

processing times can double.

**Financial Aid Processing Timelines:**

1. Student applies for financial aid through the FAFSA or CA Dream Act Application
  2. The FAFSA is processed by the Federal Government and the CA Dream Act Application is reviewed by CSAC
  3. The student's FAFSA or CA Dream Act Application is sent to Hartnell College
  4. Potential awards are calculated, an **Award Letter** is sent out via email, and the BOG Fee Waiver (if eligible) is applied to the student's account
  5. Financial Aid staff review the student's application. Eligibility for federal and state aid is determined
  6. Additional Documents, if necessary, are requested and received
  7. If eligibility is confirmed, a "File Complete Letter" is sent
  8. Financial Aid is disbursed through your Bankmobile Card
- Steps 5 through 8 can take 4-6 weeks during non-peak times, and 8-12 weeks during peak processing times (May-October).**

You are on step 5!

## Cost of Attendance

Every student has a cost of attendance. This cost of attendance is just an estimate of how much it will cost you to attend Hartnell College for two semesters. Cost of attendance is based on the average tuition and fees that it would cost a student who is enrolled in 15 units each semester. This chart can be used to help you estimate the amount you'll need to budget for school.

	Living With Parents	Living away from Parents
Tuition and Fees*	\$1,400	\$1,400
Books and Supplies	\$1,791	\$1,791
Room and Board	\$4,968	\$12,492
Transportation	\$1,107	\$1,242
Miscellaneous	\$3,177	\$2,916
<b>Total</b>	<b>\$12,443</b>	<b>\$19,841</b>

\*California Residents pay an enrollment fee of \$46 per units. Non-California Residents also pay Non-Resident Tuition, which is an additional \$200 per unit.



Books and supplies are one part of the cost of attendance

## Types of Awards

Not every student is awarded the same awards. Your awards will depend on your financial need, which is determined by your cost of attendance and the EFC which the FAFSA has calculated for you.

$$\frac{\text{Your cost of attendance} - \text{Your Expected Family Contribution (EFC)}}{\text{Your Financial Need}}$$

Here are the awards that might be listed on your award letter:

### Board of Governors Fee Waiver (BOG):

The BOG Fee Waiver waives enrollment fees for California Residents who qualify. Please note that this is not a cash award and does not cover other educational expenses.

**Grants:** Grants are cash awards that do not have to be repaid.

- Pell Grant:** A federal grant for undergraduate students with financial need. The Pell Grant first will be directed towards any unpaid fees, and

any remaining aid will be disbursed to the student. This money can be used for any education-related expenses, including books, supplies, transportation, child care, room, and board. The amount listed on your award letter is based on full-time enrollment status (see the chart below).

- Cal Grant:** A state award based on both financial need and academic merit.
- FTSSG:** A state award based on Cal Grant B eligibility.
- FSEOG:** A small award given out to students with the highest financial need.

**Federal Work Study:** A federal student aid program that provides part-time employment on-campus while you are enrolled in school to help pay your education expenses. For details of what work study positions are available, as well as information

## Full-time vs. Part Time

Many students do not have to be enrolled full-time in order to receive a Pell Grant. Depending on the amount of the Pell Grant you are eligible for, you may receive aid at three-quarters time, half-time, or even less than half-time.

Units	Enrollment Status	Award Amount
12+	Full-time	100%
9-11.9	Three-quarters time	75%
6-8.9	Half-time	50%
1-5.9	Less than half-time	Less than 25%

## Activate your Electronic disbursement

Financial aid, like the Pell Grant and Cal Grant, will be disbursed through electronic format. You will be sent a Refund Selection Kit from Bankmobile. Once you receive your refund selection kit in the mail, you'll need to go online to make an account selection. You can choose whether you want the funds to be transferred to your own personal bank account (this is called an ACH Transfer) or to go directly to the Bankmobile. If you consent to open a Bankmobile Account, a Bankmobile Card will

be mailed to you.

If your file is completed at the beginning of the semester, Pell Grant disbursements will be made to your account in two-half disbursements each semester. See our Disbursement Schedule at [www.hartnell.edu/financial\\_aid/deadlines.html](http://www.hartnell.edu/financial_aid/deadlines.html)

LOOK FOR THE BRIGHT GREEN ENVELOPE!



HARTNELL COLLEGE



## Satisfactory Academic Progress

Students must maintain certain academic standards in order to stay eligible for financial aid. Not following these standards may place a student on Probation or Disqualification. These standards are:

- GPA:** Students must maintain a 2.0 GPA for each semester and also cumulatively.
- Completion Percentage:**

Students must complete 67% of their units with a grade of D or better each semester and also cumulatively (W's do not count as completed units).

- Maximum Time Frame:** Students must complete their academic program by the time they attempt 150% of the programs unit requirements (for most

Associate Degrees, this is 90 units).

- Academic History:** Students must appeal if they already have earned an Associate Degree, and are ineligible to receive financial aid once they receive a second Associate Degree.

For our full SAP policy, please visit [www.hartnell.edu/financial\\_aid/SAP.html](http://www.hartnell.edu/financial_aid/SAP.html).

## Withdrawing from Classes (R2T4)

Withdrawing from classes can affect your financial aid. Some students may have to return a portion of the aid they received. This is called Return to Title IV (R2T4).

If you withdraw from some of your classes during the first 3 weeks of the semester, your financial aid will be adjusted to reflect your new enrollment status (full-time, three-

quarters time, half-time, or less than half time.

If you withdraw from all of your classes during the semester, we will be required to calculate the amount of aid you earned and did not earn, and you may have to pay back the unearned aid.

For our full R2T4 policy please visit [www.hartnell.edu/financial\\_aid/forms.html](http://www.hartnell.edu/financial_aid/forms.html).

Always check with the Financial Aid Office and a counselor before you drop your classes to see how it might affect you.

## Email

Hartnell College has teamed up with Google to provide email accounts to all students enrolled at the college. In addition to Gmail, you also have access to Google Sites, Google Chat, Google Calendar, and Google Docs.

Your email address will be the same as your PAWS user name,



and end in @student.hartnell.edu (ex. student-name@student.hartnell.edu). It will be created for you as soon as you register for at least one unit.

All financial aid information will be sent to this email address only. For information about how to log in, please visit [www.hartnell.edu/students/mail.html](http://www.hartnell.edu/students/mail.html).