

**2011 - 2012 Financial Aid  
Rights and Responsibilities Form  
PSC School Code: 001640**

Complete and read both sides of this form. **Do not leave any blanks.** All paragraphs may not apply to you. Your Free Application for Federal Student Aid (FAFSA) information and required documentation **must** be received in order to process all types of aid for the award year.

**Note: All students must be aware of the registration and financial aid deadline dates as posted in the college schedule, catalog, and on PSC's Web site. Students not complying with our deadlines will be responsible for payment and/or dropped courses.**

Name: \_\_\_\_\_ Student School ID#: \_\_\_\_\_  
Telephone: ( \_\_\_\_ ) \_\_\_\_\_ e-mail: \_\_\_\_\_

**Federal Montgomery GI Bill:**

Chapter 33 (Post 9/11)    Chapter 30    Chapter 35 (Spouse and Dependents)    Chapter 1606    Chapter 1607

**State Grants:**

Illinois Veterans Grant (IVG)    Illinois National Guard (ING)    Missing in Action (MIA Spouses and Dependents)

**I certify:**

1. I understand the term financial aid includes state and federal funds including but not limited to: Monetary Award Program (MAP), Pell, Supplemental Educational Opportunity Grant (SEOG), IIA, student loans, military benefits, and scholarships.
2. If my financial aid does not completely cover my tuition bill or I am ineligible for financial aid, I am responsible for making payment immediately to the Business Office.
3. **I realize that until all requested information has been submitted, reviewed, and verified, financial aid will not be credited to my student account, and I will not be allowed a book voucher if eligible.**
4. I have reviewed the Standards of Progress, and I understand I must meet all of the guidelines to continue receiving financial aid. This includes completion of 67% of my attempted course load and maintaining a minimum Grade Point Average of 2.0 each semester I attend PSC even if financial aid did not cover my expenses.
5. I understand that each semester I must submit a rights and responsibility form with a copy of my final class schedule. I must immediately submit a copy of my class schedule to the Coordinator of Veteran Affairs when any changes are made.
6. I understand that PSC will begin processing new enrollment certifications 30 days-prior to the start of each term and may take up to three weeks to be processed. Only one class schedule can be submitted for certification. Any additional adjustments increasing enrollment will not be processed until after the first refund period.
7. Department of Veteran Affairs (DVA) will not pay for courses I do **not** attend, courses I withdraw from, and courses I complete but receive a grade that will not count towards graduation. Courses not completed may result in returned tuition and fees to DVA and/or reduction of monthly benefits.
8. **A Course Verification Form is required for all punitive (F) grades after grades are submitted. Punitive grades not verified within two weeks of grades submission will be reported to DVA as never attended.**
9. If for some reason I stop attending my courses, my school will reduce my enrollment based on the last date I attended and not my official withdrawal date.
10. I understand that tuition and fee payments will not be applied until after the refund period.

11. For Montgomery GI Bill purposes, I understand I **must** submit all previous transcripts to Enrollment Services for review. Failure to do so in a timely manner can result in postponed educational payments by the Department of Veteran Affairs.
12. I understand I can not owe a repayment on any federal or state student financial aid program or be in **default** on a student loan and receive financial aid.
13. I understand that **not all classes or programs** are eligible for financial aid, including student loans. Even if eligible for financial aid, these courses/programs will not be paid with these funds.
14. If I was registered less than full-time (12 hours or less) during fall and/or spring, I may have remaining **Pell funds** that can be applied to summer session. I understand that the MAP grant is not available during the summer session.
15. I understand I am responsible for dropping my classes if I choose not to attend PSC.
16. If at any time enrollment drops below 6 credit hours, the Federal Student Loan is canceled as well as any remaining disbursements. The student will be responsible for any remaining balance.
17. I understand that PSC's financial aid office may request additional documentation to complete my financial aid award.
18. I understand that DVA pays monthly benefits at the beginning of each month for the previous month.

I certify that I have read and understand all items within this form and all information provided for my financial aid is true and correct.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_