Checklist of Student Eligibility & Responsibilities – Chabot College

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<th>Student Name:</th>
<th>Chabot ID#</th>
<th>Date:</th>
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I acknowledge that I have been advised of the following regarding my financial aid at Chabot College:

New! Pell Lifetime Eligibility Used (LEU) Students are now limited to a lifetime maximum Pell Grant of 12 semesters/six years or full time equivalent (600%) at any community college, vocational school or four year/bachelor program. Once you reach the 600% Pell LEU, you will be ineligible for any additional Pell Grants beginning in 2012-13 school year. [http://studentaid.ed.gov/PORTALSWebApp/students/english/PellLimit.jsp](http://studentaid.ed.gov/PORTALSWebApp/students/english/PellLimit.jsp) In mid-July 2012, you will be able to log on National Student Loan Data System (NSLDS) using your FAFSA PIN and view your LEU. The LEU will be found on the Financial Aid Review page.

What this means for you: You must plan now for your future, especially if you plan to transfer to a four year college to pursue a Bachelor’s degree. The six year limit is a LIFETIME limit, regardless of completion of your academic goals or Bachelor’s degree. This regulation is in effect even if you have had an appeal approved for failure to meet academic progress, it supersedes any prior offer of aid/award, and the Department of Education allows for no appeal or exception.


1. **General & Financial Eligibility - (initial)**
   a. I must qualify for financial aid eligibility.
      • I am not eligible for financial aid until all requested paperwork [including but not limited to academic transcripts from prior colleges and Student Education Plan (SEP)] is received and reviewed by the Financial Aid Office (FAO). The FAO determines my eligibility for financial aid.
   b. To obtain financial aid from Chabot College, I must be admitted to Chabot College (not LPC), and
   c. I must select/confirm an eligible major in order to receive aid each semester when I register.
   d. I understand that I must maintain academic eligibility.
      • I can only receive aid for classes toward my degree
      • I must submit official transcripts from any prior college I have attended, which will be evaluated for units that may be accepted for use toward a Chabot degree or program of study.
   e. I have a Lifetime limit of Pell of 600% - my current LEU is ________%.

2. **Satisfactory Progress – Academic Eligibility (SAP) - (initial)**
   a. In order to be eligible for financial aid I must:
      • maintain a cumulative (all grades for all courses attempted at college) and semester GPA of 2.00 or better
      • complete minimum 67% of the units I attempt every semester, and maintain cumulative 67% completion rate
      • I understand that I will only receive aid for up to 150% of my program of study, typically 90 attempted units for Associate or transfer programs. I also understand that I am limited to a total of 6 years or 600% of full time Pell Grant aid, through a Bachelor’s degree.
   b. Failure to meet academic requirements, or exceeding my allowed timeframe, means that I am INELIGIBLE for aid.
   c. I may be responsible for paying back some or all aid received if I fully withdraw from or fail to successfully complete any of my courses in a semester.
   d. If suspended, I am no longer eligible for aid unless SAP requirements listed above are met with a minimum of six (6) completed units, and I still have remaining eligibility under the 150% rule. Appeals are only for truly extenuating circumstances.
   e. I am responsible for reading and complying with the full Satisfactory Academic Progress (SAP) policy found on Financial Aid Office website, and requesting clarification from Financial Aid staff if I have further questions.

3. **Personal Responsibility - (initial)**
   a. It is my responsibility to reapply for aid starting January of every year and complete all follow up paperwork in a timely manner.
   b. I must maintain current contact information, including address and phone numbers, with the Admissions & Records Office (A&R) at all times. It is my responsibility to officially change contact information with A&R and Higher One.
   c. Normal processing time to receive aid is 4-8 weeks, and up to 12 weeks during peak seasons; I must make other arrangements if necessary in order to purchase books and supplies for courses.
   d. I must activate a financial aid refund preference with Higher One.
   e. It is my responsibility to check my Zone Mail and Class Web for financial aid information and updates.
   f. Students are expected to conduct themselves in accordance with standards of the college. I will demonstrate respectful conduct with staff, and comply with requests for information or when given directions. Abusive behavior toward staff of any kind will not be tolerated, and violations of Student Code of Conduct may result in referral for disciplinary action.

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For Financial Aid Office Use Only

SAP status Advisor Initials

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