

EMPLID: _____

FI005X

DATE: _____



STUDENT POLICIES AND RESPONSIBILITIES

INFORMATION PAGE

PURPOSE

I, _____, have enrolled in _____, with the intent and purpose of completing the course and receiving a certificate. I will be attending _____ hours this award Year.

PRIOR EDUCATION

I have a High School Diploma _____ I have a GED _____

NAME OF SCHOOL	DATE RECEIVED
_____	_____
CITY, STATE OR COUNTRY	

Other post-secondary institutions previously attended:

NAME OF INSTITUTION ATTENDED	CITY, STATE OR COUNTRY	DATES
_____	_____	_____
_____	_____	_____

Are you a four-year college graduate? ___Yes ___No

- . I authorize MTC to use my Federal Title IV Funds to pay balances owed to MTC.
- . I certify that all the information reported on this form is complete and correct.
- . I understand that any false information will result in forfeiture of any and all awards.

Signature

Date

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STUDENT POLICIES AND RESPONSIBILITIES

Please read and initial each item and return to Financial Aid

COST OF ATTENDANCE is not the same as program costs. It is based on the federal guidelines and takes into account expenses incurred while you are attending school including housing and transportation. Program costs reflect tuition, fees, books, kits, tools, uniforms and other required expenses for your program. _____

PAYMENT PERIOD: the number of hours in the award year in which a single disbursement is issued. _____

AWARD is subject to both internal and external audits and/or reviews. Adjustments may be necessary in incidents of errors on the FAFSA, hour changes i.e.: FT to PT, PT to FT. The Financial Aid Office reserves the right to correct any errors and modify your financial aid award whenever changes warrant this action. _____

POLICY ON THE RETURN OF TITLE IV FUNDS:

“Return of Title IV Funds” means that if a student withdraws from their program early, whether or not the program has been completed, the student **must pay back any unearned aid** that has been awarded him or her. _____

If you withdraw prior to or at 60% of the hours in your payment period, MTC will notify you by mail, and/or email, of the amount you owe to the school. This amount is based on the number of hours you are scheduled to be in class. MTC returns this amount to the Federal Pell Grant Program. _____

If you have not been paid all the funds earned, MTC will notify you by mail, and/or email, of the amount owed to you. You may accept or decline these funds based on your educational plans for the school year. _____

The Higher Education Amendments of 1998 (*Public Law 105-244*) is the federal regulation, effective October 7, 2000, that outlines the policy on the return of Title IV Funds. _____