CHAPTER III

FINANCE

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TUITION AND FEES

The following are approximate annual costs for attending the 2007–2008 academic year at SUNY college at Brockport. While certain charges such as tuition and fees are fixed, amounts shown for books, transportation, and personal expenses are estimated. All costs are subject to change without notice.

Student Costs

<table>
<thead>
<tr>
<th></th>
<th>NYS Resident</th>
<th>Out of State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Tuition</td>
<td>$4,350.00</td>
<td>$10,610.00</td>
</tr>
<tr>
<td>Room and Board</td>
<td>8,190.00</td>
<td>8,190.00</td>
</tr>
<tr>
<td>College Fee</td>
<td>25.00</td>
<td>25.00</td>
</tr>
<tr>
<td>BSG Fee</td>
<td>192.00</td>
<td>192.00</td>
</tr>
<tr>
<td>Athletic Fee</td>
<td>283.00</td>
<td>283.00</td>
</tr>
<tr>
<td>Student Health Center Fee</td>
<td>258.00</td>
<td>258.00</td>
</tr>
<tr>
<td>Average Loan Fees</td>
<td>121.00</td>
<td>121.00</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>1,000.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Transportation</td>
<td>130.00</td>
<td>130.00</td>
</tr>
<tr>
<td>BSG Transportation Fee</td>
<td>35.00</td>
<td>35.00</td>
</tr>
<tr>
<td>Personal</td>
<td>1,953.00</td>
<td>1,953.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>263.00</td>
<td>263.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$16,800.00</td>
</tr>
</tbody>
</table>

Optional Fees

Student Alumni Association Fee $20.00

For part-time students (taking less than 12 credits), the costs are:

New York State Residents

<table>
<thead>
<tr>
<th></th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$181.00 per credit</td>
<td>288.00 per credit</td>
</tr>
<tr>
<td>College Fee</td>
<td>.85 per credit</td>
<td></td>
</tr>
<tr>
<td>BSG Fee</td>
<td>8.00 per credit</td>
<td></td>
</tr>
<tr>
<td>Athletic Fee</td>
<td>11.79 per credit</td>
<td></td>
</tr>
<tr>
<td>Student Health Center Fee</td>
<td>10.75 per credit</td>
<td></td>
</tr>
<tr>
<td>Technology Fee</td>
<td>10.96 per credit</td>
<td></td>
</tr>
<tr>
<td>BSG Transportation Fee</td>
<td>1.46 per credit</td>
<td></td>
</tr>
</tbody>
</table>

Out-of-state Residents

<table>
<thead>
<tr>
<th></th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$442.00 per credit</td>
<td>455.00 per credit</td>
</tr>
<tr>
<td>College Fee</td>
<td>.85 per credit</td>
<td></td>
</tr>
<tr>
<td>BSG Fee</td>
<td>8.00 per credit</td>
<td></td>
</tr>
<tr>
<td>Student Health Center Fee</td>
<td>11.79 per credit</td>
<td></td>
</tr>
<tr>
<td>Technology Fee</td>
<td>10.96 per credit</td>
<td></td>
</tr>
<tr>
<td>Athletic Fee</td>
<td>11.79 per credit</td>
<td></td>
</tr>
<tr>
<td>BSG Transportation Fee</td>
<td>1.46 per credit</td>
<td></td>
</tr>
</tbody>
</table>

Special Fees

Late Registration: Each student permitted to complete registration after the scheduled registration period has ended must pay a $40 late registration fee and a $20 late add fee.

Late Payment Fee: Students who make payment to complete their registration after scheduled late registration periods are assessed a $30 late payment fee.

Breakage Fee: Certain laboratory courses may require a non-refundable breakage fee.
**College Fee:** This mandatory fee applies to all students, regardless of class level or degree status.

**BSG Fee:** This mandatory fee applies to all students, regardless of class level or degree status.

**Student Health Center Fee:** The health fee supports the Student Health Services Center on campus as well as a number of health and wellness programs conducted for the benefit of students. The health fee is not health insurance and is mandatory except for part-time students whose classes are held exclusively at off-campus locations or part-time students whose courses are taught after the Health Center is closed. By College policy, students are charged the health fee even when the Health Center is closed and must request to have the fee removed.

**Late Add/Drop Fee:** A $20 fee assessed as part of the late add/late drop process.

**Technology Fee:** The technology fee is used to enrich the educational experience at SUNY Brockport by addressing technology needs in campus-wide computing, remote network access, public computer labs, software currency, library automation, expanded automation of student services and extended availability.

**Returned Checks/Fees:** All dishonored checks returned to the Office of Student Accounts by the bank must be redeemed immediately in the Office of Student Accounts with cash, a money order, or a bank cashier's check. A handling charge of $20 is assessed for all dishonored checks.

**Lost Keys Fees:** A $5 fee is charged for each lost room key, in addition to the cost of replacing or modifying keys and lock mechanisms. A $25 fee is charged for replacement of a dormitory front door key.

**Transcript Fee:** A $5 fee is charged for each official transcript prepared.

**Other Fees and Charges:** In addition to the specific charges and fees listed in this publication, SUNY Brockport reserves the right to establish and collect new fees or charges for services provided. Any new charges established will appear in the next printing of this publication.

**Payment of Tuition, Fees, Room and Board**

Students will receive monthly bills from the Office of Student Accounts. It is the student's responsibility to ensure that payment is received in the Office of Student Accounts by the payment due date in order to avoid late payment fees. Late fees of $30 will be assessed each month that payment is not received when due. The College reserves the right to place holds at any time on records and services, which will prevent students from receiving grades, transcripts, registering for another semester, access to Easy Money, or graduating until all financial obligations are satisfied.

Individual student account information is available through the online services of the SUNY Brockport home page. The students' ID and PIN are used to access this information. Students can review their account transactions and balance. It is recommended that this information be reviewed on a regular basis in conjunction with invoices issued by the Office of Student Accounts. College policies and procedures concerning payment of college charges are located on the Office of Student Accounts section of the SUNY Brockport Web site at [www.brockport.edu](http://www.brockport.edu).

The general responsibilities of students include:

- Going online and “affirming enrollment and accepting financial responsibility” to reserve courses and accept all associated charges for each semester of attendance;
- keeping address information accurate and current on college records;
- completing all financial aid requirements for financial aid awards used to pay college expenses.

**Installment Payment Plan**

Our Installment Payment Plan is designed to assist those students who may find it difficult to pay the total semester bill by the first day of classes. The total semester bills are those educational costs (tuition, fees, room, and meal plan) due directly to the College, that are not covered by financial aid. Contact the Office of Student Accounts at (585) 395-2473 or accesses their Web pages at [www.brockport.edu](http://www.brockport.edu) for details. There is a charge of $35 per semester for this service.
Refund Procedures

All tuition and fee refunds are effective on the date the adjustment is recorded in the Office of Registration and Records, or on the date of separation as recorded in the Separations Office. Undergraduate students who will be separating from the College must file the appropriate paperwork with the Separations Office.

Students dropping below full time or withdrawing from school who receive financial aid may have a portion of their refund returned to the program providing the aid. Additionally, financial aid funds actually given to students may have to be repaid in accordance with federal regulations. Details are available in the Financial Aid Office. Federal refund/repayment regulations mandate specific refund/repayment formula in these instances.

Tuition and Fee Refund Policy

The following is the refund policy established for Tuition, BSG, Athletic, Technology and Health Fees.

<table>
<thead>
<tr>
<th>Week</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st week</td>
<td>100 percent</td>
</tr>
<tr>
<td>2nd week</td>
<td>70 percent</td>
</tr>
<tr>
<td>3rd week</td>
<td>50 percent</td>
</tr>
<tr>
<td>4th week</td>
<td>30 percent</td>
</tr>
<tr>
<td>5th week</td>
<td>0</td>
</tr>
</tbody>
</table>

The first week of classes is defined as the first seven calendar days of the semester. Semesters that begin during the week (e.g., Wednesday) are considered to have that first week end on the following Tuesday. Actual examples of refunds are available in the Office of Student Accounts. Amounts less that $5 are refunded by request only.

The College Refund Committee considers cases in which a student must withdraw or drop courses for reasons beyond his/her control and in cases of extreme financial hardship due to non-refund. Any petitions for refunds, along with supporting documentation, must be forwarded in writing to: Chair, College Refund Committee, SUNY College at Brockport, 350 New Campus Drive, Brockport, NY 14420. Any such petition should be made as soon as possible. No money is refunded unless petition for refund is made within one year after the end of the term for which the tuition was paid.

College Fee - The College fee is not refundable after classes have begun for the semester.

Room Refunds - Contact the Office of Residential Life (585) 395-2122.

Meal Plan/Easy Money Refunds - Contact Brockport Auxiliary Services Corporation (BASC) at (585) 395-2570.

If you still have questions that may not have been answered, please contact the Office of Student Accounts at (585) 395-2473.

Bills that are not paid or responded to by the due date are subject to a late payment fee of $30. New York state law requires the assessment of interest on any amounts owing 36 days after the conclusion of the semester. If your account is referred for collection, either to a private collection agency or to the New York State Attorney General, additional amounts for collection commissions (22 percent) and legal costs may be added to your bill.

Affirm Enrollment and Accept Financial Responsibility

An enrolled student is defined as one who has registered for courses and accepted responsibility for all associated charges. The College refers to this as having AFFIRMED ENROLLMENT AND ACCEPTED FINANCIAL RESPONSIBILITY. Students are not required to submit payment in order to lock in their course registration schedule. Whether the student registers online, in person, by mail, or by fax, ALL students are required to go online and “affirm enrollment and accept financial responsibility” to lock in the course schedule. Course schedules will be reserved until a published deadline in the Schedule of Classes or at www.brockport.edu/registrar. If students have not affirmed enrollment and accepted financial responsibility by the published deadline, the course schedule will be cancelled. Registration activity after the deadline will be subject to appropriate late fees.
Canceling Enrollment and Declining Financial Responsibility

Students who have registered for courses, affirmed enrollment and accepted financial responsibility must drop these courses prior to the start of classes to avoid financial responsibility. Procedures for dropping classes are published in the Schedule of Classes each semester and are on the College Web site at www.brockport.edu. Failure to attend a registered course without submitting an official drop or withdrawal will result in a failing grade in the course.

Collection of Unpaid Debts

The State University System Administration has authorized individual SUNY colleges to utilize private collection agencies to collect outstanding student obligations. The New York State Attorney General is also used to collect outstanding student obligations. Accounts referred for collection are subject to add-on fees, interest and court costs as appropriate.

Tuition and Fees Increase

Tuition for SUNY colleges and universities are set by New York state and are not under the control of this College. Personal expenses are estimated. Therefore, the costs listed in the catalog under “Expenses and Fees” are the College's best estimate at the time the catalog was published. Tuition and fees are subject to change without notice.

Out-of-State Residents Establishing Eligibility for New York State Tuition Rates

Eligibility for New York state tuition rates is based upon the student being a permanent resident of New York state. Although being present in New York state to attend college does not make a person a permanent resident of New York state, financially independent students can establish permanent residence in New York state without any waiting period. Information on establishing eligibility for New York state tuition rates is available on the Office of Student Accounts Web page at www.brockport.edu/bursar. Applications for New York state tuition status must be submitted prior to the start of the academic period of study to be effective for that period of study.

Financial Aid

SUNY Brockport awards financial aid based on need as determined by submission of the appropriate applications and documents. Brockport participates in both federal and state aid programs. To receive maximum consideration for all programs, an applicant must file the Free Application for Federal Student Aid (FAFSA). The recommended filing date is February 15 for incoming students and March 15 for all others. It is recommended to first file your federal tax return, if possible, and then file the FAFSA via the Internet at www.fafsa.ed.gov. After the FAFSA is filed, New York state residents may follow the link or log on to www.hesc.com to file their Tuition Assistance Program (TAP) application.

Students who apply for admission to the spring semester are encouraged to apply for financial aid as soon as possible to ensure that aid may be credited to the bill.

Students are offered aid in the form of a financial aid award letter. Students must access our Web site at www.brockport.edu to accept their awards.

Students who have accepted aid are usually granted a deferral of payment against this aid on their semester bills. Credit granted toward payment of a semester bill must be paid in full by mid-semester or as otherwise specified on the deferral agreement. A deferral does not constitute payment of the bill. The student must ensure that proper restitution is made.
Financial aid must be applied for annually. All aid, with the exception of Work-Study employment, is credited directly to the student’s account. Financial aid cannot exceed the cost of attendance at SUNY Brockport. Financial aid over and above all obligations to Brockport will be refunded to the student after his/her obligations to the College are met.

Office Hours
The Financial Aid Office is open Monday through Friday from 8 am until 5 pm. Summer hours and Intersession hours are from 8 am until 4 pm. Individual appointments with advisors may be arranged for mornings. Advisors are available afternoons for walk-in service beginning at 12:30 pm each day.

Federal Direct Lending Program
The quality of SUNY Brockport’s financial aid operation was recognized when this College was selected as one of only 104 schools nationwide to participate in the first year (1994–95) of the new Federal Direct Lending Program. This program allows loan monies from the Federal Stafford Loan Programs to be delivered from the federal government through Brockport directly to students, without the necessity of going through a separate lending agency.

STAR Center
The Student Aid Resource Center or STAR Center was created in 1991 to offer financial services at a level beyond that of the typical financial aid office. This multi-media resource center is available to all SUNY Brockport students and applicants, as well as the local community, free of charge. Materials are available in print and via software packages that are easy to use and understand. Modules or areas of information available in the STAR Center include:

- Scholarship Database/Information
- General Financial Aid Information
- FAFSA on the Web
- Educational Financial Planning/Early Financial Aid Awareness
- Budgeting and Financial Debt Management for Current Students and Recent Graduates
- Software to Assist with Federal Income Tax Preparation

The materials in each module will assist students and parents with all facets of financing a college education.

Scholarships and Awards
Scholarship support is more important than ever before as students and their families are asked to cover increasing educational costs. Although SUNY Brockport provides one of the most affordable options for college education in the region, state and beyond, the total cost to a full-time resident undergraduate student now exceeds $16,800 a year — a substantial expense for many students and their families. Through the Extraordinary Academic Scholarship Program, SUNY Brockport awarded more than $3 million in 2006-2007 to extraordinary students for excellence in the classroom. The Extraordinary Academic Scholarship Program has assisted thousands of high caliber freshman and transfers in realizing their academic potential. The Extraordinary Academic Scholarships are based on high academic performance — high school average, rank in class, and SAT and ACT scores. The type and amount of the scholarship will be determined by the requirements in effect as of the semester of entry to the College.

Distinguished Scholarship in Residence: Offered to entering freshmen who were either valedictorians or salutatorians of their high school graduating classes
Presidential Scholarship in Residence: Offered to freshmen
Deans Scholarship in Residence: Offered to freshmen
Scholar Recognition Award: Offered to out-of-state freshmen
Finance

There is no separate application for the Extraordinary Academic Scholarships listed above. Offers are made automatically to eligible students as their admission applications are processed. Valedictorians and salutatorians are advised to include confirmation of their status with their applications as this information may not always be available to the Office of Undergraduate Admissions.

Full-time status is required for all Extraordinary Academic Scholarships and on-campus residency is required for the Extraordinary Academic Scholarships. Freshman receiving Extraordinary Academic Scholarships may receive them for up to four years providing renewal conditions and criteria are met.

The generosity and support from all sectors of our community — alumni, corporations and foundations, emeriti, faculty, families of students, and staff — has continued SUNY Brockport’s long tradition of providing a high-quality education. These private gifts continue to build the scholarship endowment and provide financial assistance to incoming and returning students across disciplines.

More than 250 other grants and awards are made available annually to entering freshman and transfers, international students, and current students. This has helped offset the increasing costs of a SUNY Brockport education. The Brockport College Foundation Board of Directors and its Finance Committee manages the endowment with the assistance of professional investment advisors to secure positive growth and continued support of the extraordinary Brockport educational experience. The Foundation’s Board of Directors determines award amounts annually based on performance of investments.

Students should contact the College’s Scholarship Office, 119 Rakov Center, 350 New Campus Drive, Brockport, NY 14420-2919, call (585) 395-5414, or visit the Scholarship Office Web site at www.brockport.edu/scholarships for information about scholarships and awards for incoming and current students.

FINANCIAL ASSISTANCE AND ACADEMIC STANDARDS

Both the federal and the state governments require that you meet certain basic standards of scholarship in order to remain eligible for financial assistance. These standards have to do with how many credits you attempt each semester, how many credits you accumulate, and the grade point average you attain while doing so. It would be helpful if the federal government and the state government could agree on the same standards, but unfortunately for everyone, they don’t. This means you must pay attention to two slightly different sets of rules, depending on whether you are receiving federal Title IV aid or state aid. In most cases, if you are moving steadily along towards your degree, you are probably in no danger. You must beware of the state’s “Pursuit of Program” requirement, however, which insists that you complete a certain number of credits each semester. This one can surprise a perfectly satisfactory student, who just happens to drop below the required minimum some semester, for reasons that have nothing to do with being in academic difficulty. There is one huge difference between the two standards that you should know. State standards require that the College evaluate the progress of state aid recipients at the completion of each semester, while progress according to federal standards is evaluated each academic year, at the end of the spring semester.

FEDERAL FINANCIAL ASSISTANCE PROGRAMS

Federal PELL Grant

The foundation of federal student aid, awarded to eligible undergraduate students working toward their first bachelors degree. Student’s eligibility is based on the Expected Family Contribution (EFC) as it was calculated from information provided on the Free Application For Federal Student Aid (FAFSA). Students with lower EFCs have greater financial need. Thus, the neediest students are eligible for larger Pell Grants. Conversely, as students’ EFCs
increase, there is less financial need, and the award amount of the Pell Grant decreases. The amount of the Pell Grant may be prorated based on a student’s enrollment status (full-time, part-time, full academic year attendance or less). Unlike many other types of aid, students who are enrolled less than half-time may be eligible to receive a Pell Grant. The maximum Pell Grant award amount is $4,310 and the minimum award amount is $400.

**Federal Supplemental Educational Opportunity Grant (FSEOG)**

This campus based award program is awarded to students with exceptional financial need. Priority is given to those students with a Federal Pell Grant. Unlike Pell Grants, the amount of FSEOG that a student can receive depends not only on their financial need but, also, on the amount of other aid they receive and the availability of funds at the institution. FSEOG award amounts can range from $100 to $4,000.

**Federal Academic Competitiveness Grant (ACG)**

The Federal ACG provides up to $750 for the first year of undergraduate study ($1,300 to second year) to full-time students who are eligible for a Federal Pell Grant and who had successfully completed a rigorous high-school program, as determined by the state or local education agency and recognized by the U.S. Secretary of Education. Recipients must be U.S. citizens, enrolled full-time and Federal Pell Grant recipients. Second year students also must have maintained a cumulative grade point average of at least 3.0. The ACG will be available for the first time beginning with the 2006-2007 academic year for first year students who graduated from high school after January 1, 2006 and for second year students who graduated from high school after January 1, 2005.

**Federal National SMART Grant**

The National SMART Grant provides up to $4,000 for each of the third and fourth years of undergraduate study to full-time students who are eligible for a Federal Pell Grant and are majoring in physical, life or computer sciences, mathematics, technology or engineering, or in a foreign language deemed critical to national security. In addition, the student must also have maintained a cumulative grade point average of at least a 3.0 in coursework related to the major.

**Federal College Work-Study Program (CWSP)**

This program offers jobs to matriculated students demonstrating financial need and desire to work. Positions are available in almost every department and administrative office. Every effort is made to correlate the job with the student’s interest and schedule.

**William D. Ford Federal Direct Loan (Subsidized and Unsubsidized Stafford Loans)**

These federal loans are for matriculated students who are enrolled at least half-time (six credits). They have a low fixed interest rate and repayment begins six months after the student graduates or falls below half-time enrollment. The two types of Federal Stafford Loans are subsidized and unsubsidized. The US Department of Education pays the interest that accrues on the subsidized loans while the borrower is enrolled for at least six credits and during their grace period. In order to be eligible for the subsidized loan the student must show financial need. The unsubsidized version is not need based and interest does accrue during in-school periods. Apply yearly by filing the FAFSA during the spring to ensure funds for the fall. No separate application is required.

**Federal Direct PLUS Loan**

Federal Direct Undergraduate PLUS loans are available to parents who wish to obtain a loan to assist their dependent undergraduate child with the cost of education. This loan has a fixed interest rate and repayment begins 60 days after the last disbursement date.

**Federal Perkins Loan**

The Federal Perkins Loan is a low-interest (5%) loan for matriculated students with exceptional financial need. Repayment of the loan begins nine months after the student graduates or falls below half-time enrollment.
Federal Nursing Loan
The Federal Nursing Loan is a low-interest (5%) loan for matriculated junior and senior nursing majors with financial need. Repayment of the loan begins nine months after the student graduates or falls below half-time enrollment.

New York State Financial Assistance
Tuition Assistance Program (TAP)
All students who are matriculated, legal residents of New York state and are full-time or have equivalent full-time status are eligible to apply for assistance under the Tuition Assistance Program. For purposes of TAP eligibility, full time is normally defined as 12 undergraduate credits. Students who are at least half time and who have a documented disability on file at the Office for Students with Disabilities may be eligible for a part-time TAP award. Students should complete the Free Application for Federal Student Aid (FAFSA) to apply for TAP. If the FAFSA is electronically processed on the Web, students will be directly transferred to the TAP application Web site. Students should complete this page and click “Submit.” If a student does not complete the form or is not transferred to the TAP Web site, the student will be sent a preprinted Express TAP Application (ETA) or notification of award. FAFSA forms are available in January for the next academic year. Students must reapply each year. Students are advised that continued eligibility for TAP awards requires that students maintain Good Academic Standing.

Aid for Part-Time Study (APTS)
APTS is a grant program funded by New York State and is available to matriculated, part-time, undergraduate students who meet certain eligibility requirements. Generally, to be eligible to receive APTS a student must:

- Be working toward an undergraduate degree as a part-time student taking a minimum of three (3), but less than twelve (12) semester credit hours;
- Be a resident of New York State;
- Be either a US citizen, permanent resident alien, or refugee;
- Meet the income limits (taxable income less than $50,550 for a dependent student or and independent student with dependents. Taxable income less than $34,250 for an independent student without dependents);
- Not have exhausted Tuition Assistance Program eligibility;
- Have a tuition charge of at least $100 per year (after employee reimbursements and related grants);
- Not be in default of a Federal Direct Stafford Loan or Federal Family Education Loan;
- Must have a GPA of at least 2.0; and
- Submit all documentation by the published deadline.

Applications for APTS are available in the financial aid office and online beginning the month of August and are generally due six weeks into the semester for which you are applying. APTS is not available for the summer semester.
STATE-ESTABLISHED ACADEMIC STANDARDS FOR NEW YORK STATE FINANCIAL AID

Grants, Scholarships, and Special Awards

A. Full-time Awards:
   • Tuition Assistance Program (TAP)
   • Regents Award – Child of Veteran (CV)
   • World Trade Center Scholarship (WTC)
   • New York State Scholarship for Academic Excellence
   • Regents Professional Opportunity Scholarships
   • Memorial Scholarships for Families of Deceased Firefighters, Volunteer Firefighters, Police Officers, Peace Officers, and Emergency Medical Service Workers
   • Persian Gulf Veterans Tuition Awards
   • Vietnam Veterans Tuition Assistance Program (VVTA)
   • Volunteer Recruitment Services Scholarship for Volunteer Fire and Ambulance Recruits
   • Military Service Recognition Scholarship (MSRS)

B. Part-time Awards (special requirements apply in some instances):
   • Aid for Part-time Study (APTS)
   • Persian Gulf Veterans Awards
   • Vietnam Veterans Tuition Assistance Program (VVTA)
   • Volunteer Recruitment Services Scholarship for Volunteer Fire and Ambulance Recruits

Students who receive New York state financial awards are required to maintain good academic standing in order to remain eligible. The State Education Department, for these purposes, defines a student in good academic standing as one who (1) pursues the program of study in which he is enrolled (Pursuit of Program); and (2) makes satisfactory academic progress toward the completion of his or her program’s requirements (Satisfactory Academic Progress). These are defined as follows:

Pursuit of Program*
State regulations define program pursuit as receiving either a passing or a failing grade in a certain percentage of a full-time course load. For undergraduates, the percentage increases from 50 percent of the minimum full-time load in each semester of the first year of award (6 credits each semester), to 75 percent each semester of the second award year (9 credits each semester), to 100 percent each semester of the third and fourth award years (12 credits each semester). In general, graduate students are expected to complete 100 percent, 12 credit hours, starting with the first semester of a graduate program. Students who fail to meet these standards become ineligible to receive an award during the succeeding semester, and remain ineligible until good standing is regained. (For details on regaining eligibility or waiving eligibility standards, see below.)

Generally, the State Education Department will accept any grade that indicates that the student attended the course for the entire semester and completed all necessary assignments. By these standards, both passing and failing grades are acceptable. However, “W” (Withdrawal) grades are not acceptable. Grades of “I” and “PR” are acceptable because they are automatically changed to either a passing or failing grade before the completion of the succeeding semester.

Satisfactory Academic Progress*
Satisfactory Academic Progress is defined both in terms of the number of credits completed and the grade point average attained at the end of a given semester. To remain eligible for awards, students must meet the following minimum standards: (Special conditions apply for part-time student awards.)
Satisfactory Academic Progress Standards for Awards:

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<tr>
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<tbody>
<tr>
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<td>0</td>
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</table>

(Only students in specially approved five-year programs are eligible for TAP awards beyond eight semesters of undergraduate study.)

As shown in the above table, full-time students are not expected to have earned college credits in order to be eligible for their first award payment. For the second payment, an undergraduate student must have earned three credits toward graduation, with a GPA of .50 or better, for the third, to have completed nine credits with a cumulative GPA of .75 and so on. Grades of “I” and “PR” are not counted toward either completion rate or GPA until they are changed to a passing or failing grade.

* These standards apply only to students who received their TAP award in September 1981 or later. Students who received their first TAP award prior to September 1981 can be advised of applicable standards by the Office of Academic Advisement.

**Transfer and Readmitted Students:**
Transfer students and students readmitted to the College after an absence of at least one year will be placed on the above scale either in accordance with the number of credits earned toward graduation or the number of TAP payments previously received, whichever is more beneficial to the student. For example, a transfer student who has received six TAP payments and earned 45 credits would be placed at (payment) semester five, rather than (payment) semester six.

**Loss and Reinstatement of Student Eligibility:**
Students who fail to maintain good academic standing, either through failure in Pursuit of Program or in making Satisfactory Academic Progress, become ineligible for further awards. Eligibility may be regained (and payments restored) by either of the following methods:

1. Achieving the required GPA and/or number of credits during a semester of attendance in which no state award is paid.
2. Transferring to another institution.
3. Being readmitted to Brockport after an absence of one calendar year or more. (Acceptance at Brockport or another institution is deemed evidence of a student’s ability to complete successfully an approved program.)
4. Waiver of eligibility.

**Waiver of Eligibility Standards for State Awards:**
Students who fail to meet state standards for either Pursuit of Program or Satisfactory Academic Progress may request a waiver of these standards that will allow them to continue to receive award payments for the succeeding semester. When such a waiver has been granted for failure to make Satisfactory Academic Progress, the student is expected to use the semester to advance to the level he could not achieve without the waiver. The waiver may be used if the student fails in Pursuit of Program, fails to make Satisfactory Academic Progress, or fails by both standards. However, Pursuit of Program and Satisfactory Academic Progress may not be waived separately for different semesters.

Students are eligible for only one waiver as an undergraduate student (not one for each institution attended), and one waiver as a graduate student. However, the granting of such a waiver...
is not automatic; it is intended only to accommodate extraordinary or unusual situations. The waiver process must include an assessment of the reasons for a student’s failure to meet the established requirements for good standing, and the decision to grant the waiver must be based upon a reasonable expectation that the student will meet future requirements.

Notification of Ineligibility for State Financial Awards:
Since payment of state awards is made through the Office of Student Accounts, students who fail to maintain good academic standing, and therefore are ineligible for a state award, will be notified by the Office of Student Accounts. Students affected are encouraged to discuss their status with a member of the Academic Advisement staff or with the TAP Certifying Officer located in the Office of Student Accounts.

Additional Requirements to Maintain State Financial Aid Eligibility:

Repeat Of “D” Grades
Repeat of any course in which a passing grade (D- or above) has already been received and which the College does not require the student to repeat may not be considered as part of that student’s minimum course load for financial aid purposes. In other words, the student would have to be registered for 12 or more different credits in order to be considered as a full-time student. In addition, the repeated course may not be considered in determining whether the student has met the Pursuit of Program requirement and is in good academic standing.

“C” Average Requirement
Effective fall 1996, undergraduate students are required to achieve a “C” average (2.0 GPA at Brockport) prior to receiving their fifth TAP payment, and must maintain a “C” average in each succeeding semester in order to continue receiving state financial aid.

Declaration of Major
In order to maintain eligibility for New York state financial aid, the State Education Department requires undergraduate students to declare an academic major no later than the beginning of the junior year of the baccalaureate program. The College defines a junior as any student who has attained 54 or more credits toward the baccalaureate.

FEDERAL ACADEMIC STANDARDS FOR TITLE IV RECIPIENTS

Award programs affected by the federal standards:
- Federal PELL Grants
- Federal Perkins Loans
- Federal Nursing Loans
- Federal College Work-Study Program
- Federal Supplemental Educational Opportunity Grants (SEOG)
- Robert C. Byrd Scholarships
- William D. Ford Federal Direct Loan Program
- Federal (Subsidized and Unsubsidized) Stafford Loans, and the
- Federal Direct PLUS Loan
- Federal Academic Competitive Grants (ACG)
- Federal Science and Mathematics Access to Retain Talent Grant (SMART)

Maximum Time Frame Standard:
Federal law requires that students receiving funds under Title IV must complete their educational programs in no longer than 150 percent of the published length of the educational program for full-time students and, in addition, show evidence of making satisfactory progress toward their degree objectives, in order to remain eligible for further funds. For purposes of determining eligibility, satisfactory progress is defined as accumulating a minimum number of credit hours toward the degree for each academic year of attendance, with a minimum grade point average of 2.0. The minimum number of hours that must be accumulated at the conclusion of each academic year of full-time attendance is shown on the scale following this section.
Academic Performance Standard:
A student receiving aid as a full-time student must have earned 14 credits with a minimum grade average of 2.0 after the first full academic year, 32 credits after the second full academic year, and so on. The entire scale is based upon the requirement that the baccalaureate degree be completed within six years of full-time attendance. Students who attain the minimum number of credits for a given period, but who fall below the required GPA of 2.0, will be placed on Title IV probation (concurrent with academic probation). Probation for Title IV follows the College's policy on academic probation with students continuing in eligibility for Title IV funds while on probationary status. Students who fail to accumulate the specified number of credits will be placed on Title IV probation for a maximum of one academic year. Failure to accumulate the minimum number of credits at the end of that probationary period will result in ineligibility for further Title IV funds until such time as the student should regain eligibility by accumulating the required hours. For example, a student who has accumulated 12 hours by the end of his first academic year would be placed on Title IV probation for the next year of attendance. If, at the end of his probationary period, he has failed to accumulate 32 credits, he would be declared ineligible for further Title IV funding.

In calculating the completion rate, the following grades are treated as attempted but not successfully completed E, I, PR, N, U, W. Courses that are repeated to improve a grade are counted as attempted each time they are taken, but are only counted as completed once. Unlike the TAP program, every semester is considered when measuring the completion rate, whether or not the student received federal financial aid.

Transfer students will be placed on the scale by taking the transfer credits earned toward graduation divided by 12. For example, a transfer student who has received 60 credits would be placed at semester five, 60 divided by 12 equals 5.

Regaining Eligibility for Federal Financial Aid:
Occasionally, students will fail to meet the established standards for reasons beyond their control. Such students may appeal their loss of eligibility, and if the College’s designated Appeals Committee deems their performance to have been significantly hampered by such “mitigating circumstances,” they will be permitted to continue in good standing under Title IV regulations. Such mitigating circumstances include serious family problems, extended illness, and similar situations. All appeals must be submitted in writing to the Financial Aid Office. Federal regulations, however, do not allow for mitigation under any circumstances for students not completing their program of study within 150 percent of the published length of the educational program for full-time students. Students will be notified at the close of each academic year of their probationary status via the Web, or of their ineligibility for further Title IV funds. Letters notifying students of ineligibility will be sent after the spring grades have been analyzed. Students may submit letters based upon mitigating circumstances in order to appeal the loss of eligibility to the Financial Aid Office. Further information may be obtained from the Financial Aid Office.

Federal Academic Progress Chart:

<table>
<thead>
<tr>
<th>Cumulative Credits Completed by May</th>
<th>Year 1*</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
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<tr>
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<td>32</td>
<td>52</td>
<td>74</td>
<td>96</td>
<td>120</td>
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</table>

Academic Standards          2.0 or Academic Probation

*Year = academic year (two full-time semesters)

For students attending on less than a full-time basis, the scale will be adjusted accordingly.