



2018 – 2019 Financial Aid Information and Authorization Form

Financial Aid Office, P.O. Box 917, Henderson, NC 27536

Telephone: (252) 738-3280, Fax: (252) 738-3388, Email: fao@vgcc.edu

Please print, answer all questions, and submit your completed form to the VGCC Financial Aid Office. **There should be no blank or unanswered questions. Incomplete forms will be returned and will delay the processing of your financial aid.**

A. Student Information (Please print.)					
Student Name				Maiden/Former	
Student ID#		Last 4 Digits of SSN	XXX-XX-	Date of Birth	
Phone Number			Other Phone Number		
Address					
City			State		Zip
VGCC Email Address					

B. Additional Aid			
Will you receive educational benefits other than Pell & State Grants in the 2018-2019 school year from one or more of the following sources? Yes No			
If yes, please mark the appropriate benefits/scholarships received.			
<input type="checkbox"/>	Workforce Investment Opportunity Act	<input type="checkbox"/>	Employment Security Commission (ESC)
<input type="checkbox"/>	Vocational Rehabilitation	<input type="checkbox"/>	Veteran's Educational Benefits
<input type="checkbox"/>	Scholarships	<input type="checkbox"/>	Other Miscellaneous/Outside Aid
If you marked any of the above, please list below the source and type of aid/amount to be received.			
Source		Amount	\$
Source		Amount	\$
Source		Amount	\$

C. Incarceration	
Are you presently incarcerated*? YES NO	
*Please note that you will not be eligible for any aid if you are incarcerated and serving a criminal sentence in a federal or state penitentiary, prison, jail, reformatory, work farm, or similar correctional institution (whether it is operated by the government or a contractor).	



D. Institutions Attended

Have you or will you attend any post-secondary schools (other colleges, universities, or trade/technical schools) OTHER THAN VGCC between July 1, 2018 and June 30, 2019? YES NO

If yes, please indicate which schools you have or will attend.

I have attended		When	
I have attended		When	
I will attend		When	

If my plans change during the academic year, I understand I am responsible for notifying the Financial Aid Office. **I understand that I cannot receive financial aid at two or more schools for the same time period.** Failure to heed this information may cause me to repay large sums of aid and lose my eligibility for future financial aid.

E. Authorization/Certification (Please sign below.)

I authorize to receive electronic notification regarding financial aid to my VGCC email account. The Financial Aid Office's preferred method of communication is electronic and may result in earlier notification of awards. Financial Aid information is available to students in WebAdvisor, which is a secure web portal that requires a login ID and password in order to access. Authorization is voluntary and may be withdrawn at any time by submitting written notification to the Financial Aid Office.

I authorize the college to pay any institutional charges, such as tuition, fees and bookstore expenses, and any other school charges that I have incurred from my financial aid and issue me a check for any remaining balance. I understand that if I choose not to have my tuition and fees deducted from my pending financial aid that I am responsible for paying tuition and fees prior to the advertised tuition and fee payment deadline each term. I understand that I am responsible for paying all of tuition, fees and bookstore charges if I do not attend classes or fail to drop classes prior to the first day of the term.

I certify that all information reported on this form is complete and correct. I understand that false or incomplete information submitted by me or on my behalf may result in the cancellation of my award(s) and may require repayment of part or all of the funds disbursed to me. I also understand that if I purposely give false or misleading information on this worksheet, I may be fined, be sentenced to jail, or both. I understand that failure to comply with the terms on this form (front and back) may result in the loss of financial assistance.

Student Name. (Please Print)		Student ID	
Student Signature		Date	



Terms of Agreement

- I understand that in some instances award amounts are estimated and subject to change based on available funding and/or regulatory changes.
- I understand my financial aid is disbursed based upon my enrollment status through my census date. If I withdraw from class before beginning attendance in another class, my financial aid may be adjusted.
- I understand that if I register for classes that have a later start date during the term than the first day of the term (i.e. Fall semester begins 8/15, class starts 10/15), award funds will not be disbursed for those classes until my class attendance/participation has been confirmed for those classes.
- I must enroll in classes required for my academic program to receive financial aid. If not, I understand my enrollment status will be adjusted for financial aid purposes which may change my financial aid disbursement.
- I understand that any remaining financial aid balance will be mailed, to my address on file with the VGCC Admissions & Records Office, according to a set schedule that will be made available each semester by the Financial Aid Office. My address is viewable under My Profile in WebAdvisor.
- I understand that I must update any changes in name, address, and telephone number with the VGCC Admission & Records Office or items relating to financial aid eligibility with the VGCC Financial Office immediately.
- I understand that my financial aid award is contingent upon maintaining the requirements of the VGCC Financial Aid Standards of Academic Progress (SAP) toward an Associate Degree, certificate, diploma, or other recognized educational credential. These standards include a cumulative Grade Point Average of 2.0 or higher, a completion rate of 67% or higher, and completion of my academic program in a time frame not to exceed 150% of the published length of the program. SAP information is located in the VGCC Student Catalog and online at www.vgcc.edu/fao/fa-academicprogress.
- I agree to repay any funds disbursed to me in error, or for any period of time that I was not eligible or enrolled. I understand that if I should be over-awarded, and repayment is required, I will be ineligible to receive additional financial aid monies at this college or any other college until full repayment is made.
- I understand that if I receive financial assistance from VGCC, I am required to notify the Financial Aid Office if I receive any other scholarships, loans, employer reimbursement or other assistance from sources outside the College prior to acceptance of the outside aid.
- I understand that I must notify the Financial Aid Office if I withdraw from classes at VGCC. I also understand that excessive withdrawals may adversely affect my academic progress in accordance with the VGCC Financial Aid Standards of Academic Progress and possible repayment of monies to the Department of Education or to VGCC.
- I understand that it is important to keep copies of all financial aid award letters, registration and bookstore receipts as all or part of my award may be considered taxable income. I also understand that it is my responsibility to report this information to the Internal Revenue Service (IRS) if necessary and the Financial Aid Office is not responsible for determining the taxability of aid.

Books/Supplies Purchases

- I understand that if I receive financial assistance I will be allowed to charge books in the VGCC bookstore during advertised periods each semester.
- I understand that I am not required to purchase books and supplies in the VGCC bookstore. This service is provided by the College as a convenience. I understand that books and supplies may be purchased at off-campus locations with aid funds under the following conditions: (A) I must notify the Financial Aid Office in writing at least one week prior to the first day of school if my grant funds are to be used at an off-campus location. (B) I must provide the Financial Aid Office with a written statement (on letterhead) from the off-campus vendor that indicates that the vendor will (1) allow the student to make a charge against the student's grant account, and (2) bill the College within the seven-day period after the first day of the semester.
- I understand that I am limited to one location each semester to use the grant funds (i.e., I will not be allowed to make purchases at VGCC and at the off-campus location during the same term).