ARC # 405

Financial Aid Disbursement Policy

Purpose

To make known the eligibility requirements for financial aid to be disbursed to students based
on their actual enrollment on a specific date.

Summary

CCC follows all requirements related to Title IV code 34 CRF 668 et seq. The Office of Financial Aid and Scholarships determines financial aid eligibility based on current student enrollment information each term of the academic year.

Official Enrollment Levels: For financial aid purposes, enrollment status is evaluated using the following guidelines:

- **Full-Time:** Students carrying 12 - 18 credit hours are considered full-time students.
- **Three-Quarter Time:** Students carrying 9-11 credit hours are considered three-quarter time students.
- **Half-Time:** Students carrying 6-8 credit hours are considered half-time students.
- **Less than Half-Time:** Students carrying less than 6 credit hours are considered less than half-time students.

Student Level	Full time	3/4 time	Half time	Less than 1/2 time
Credit Hours	12 -18	9 to 11	6 to 8	1 to 5

Disbursement Policy

1. Initial Financial Aid Awards are based on full time enrollment but disbursement will be based on actual enrollment each term throughout the academic year.

2. For purposes of disbursing aid, the financial aid office will take a "snapshot" of the student's enrollment after the identified registration add/drop date and will use this information to disburse the appropriate amount of aid. This "snapshot"

3. serves to freeze awards to match the student's enrollment level as of this date (hereafter called the Census Date). Financial aid for the term will be adjusted to reflect the student's **official enrolled credits as of the Census Date. Aid will not be modified for added or dropped credits after this census date.**
   - Retroactive aid (aid for a term that has ended prior to disbursement) must be disbursed based on completed grades/credits, or Census Date registration, whichever is less. This includes retroactive grants and loans. Grades that are considered "complete" are: A, B, C, D, F, I and P.
   - If a student is not eligible for federal Pell Grant funding as of the Census Date but becomes eligible after the Census Date, then their Pell Grant award amount will be based on their registration at the point in time when the initial Pell Grant is calculated, rather than the Census Date.
4. Aid disbursement occurs after the add/drop period of the registration process. Aid will be disbursed based on the number of eligible credits that the student is enrolled in after the identified add/drop deadline and who have met all other aid eligibility requirements.

Related

Registration/Late Registration policy ARC #403; Tuition and fee policy; Refund policy; Satisfactory Academic Progress policy, and CCC Academic Calendar. Questions can be directed to the Director of Financial Aid & Scholarship email: finaid@clackamas.edu.

Effective Date

Effective for summer term 2020 (July 1, 2020).

END OF POLICY

APPROVALS

Maintained By	Access, Retention, and Completion Committee
Initial ARC Review	Date: March 27,2019
ISP Committee – if appropriate	Date: May 10, 2019
ASG Review – if appropriate	Date: April 17, 2019
College Council – first reading	Date: May 17, 2019
College Council – second reading	Date: June 7, 2019
President's Council – if appropriate	Date: April.16, 2019 & Again: 6.11.2019
Final ARC Review	Date: June 11, 2019