

FINANCIAL AID AT A GLANCE

2019/2020



FELBRY COLLEGE
SCHOOL of NURSING
IMPARTING THE ART OF CARING

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The following is a summary of the Financial Aid Programs offered at Felbry College-School of Nursing

Programs	Descriptions Qualifications	Annual Awards	Applications to Complete
Federal Pell Grant	Must have an EFC of < 5235	\$657 - \$6,195	FAFSA & Institutional Application
Federal Direct Subsidized Stafford Loan	Need-Based Loan The Department of Education pays interest while the student is in school and during grace and deferment periods.	Up to \$3,500	FAFSA
Federal Direct Unsubsidized Stafford Loan	Non- Need based Loan The borrower is responsible for interest during the life of the loan	Up to \$6,000	FAFSA
Federal Direct PLUS Loan	Non-Need based Loan Available to parents of dependent undergraduate students	Cost of attendance minus any other financial aid received	PLUS Application
Felbry College Scholarship	Merit-Based Scholarship Awarded to exceptional GPA of 4.0 receives \$1,000; GPA of 3.75 – 3.99 receives \$500.00; GPA of 3.50 – 3.74 receives \$200.00		Automatically applied towards the student's tuition for the semester in which the GPA is attained.
Juliana Tolani Scholarship	Need-Based Scholarship Awarded to single parent (female student) with income earning less than \$18000 per annum	Up to \$500/program Applicant must be a current Felbry first semester student (enrolled)	Application form must be completed and submitted to the FA office and may require financial need verification documents from the student
OhioMeansJobs Columbus-Franklin County (OMJ- CFC) 1111 East Broad Street Columbus, OH 43205	Need Based		(614) 559-5052 www.omjcfcc.org
United States Department of Veteran Affairs Tuition Assistance Program	Students who are veterans with VA benefits for education		Student need to contact VA

Letter from the financial aid officer

Dear Student,

When you look at the quality and cost of a Felbry College education, you see right away that it is a tremendous value. But still, the cost of a college education is a significant investment and one to be carefully considered. If you think you will need assistance to pay for educational expenses, we recommend that you apply for financial aid. **While you and your family have the primary responsibility of paying for your education**, funding is available from the federal, state and city government and from Felbry College to help you pay college expenses. These expenses include tuition, fees and books and supplies.

Financial Aid at a Glance handbook is designed to provide you with important information regarding financial aid, financial aid terms, eligibility, policies and procedures, and your rights and responsibilities as a student loan borrower. Please read the contents of this handbook carefully. It is your student guide to information about the financial aid programs and policies at Felbry College School of Nursing. This is one of the many channels of communication the Office of Financial Aid maintains to generate an effective financial aid support system for students. The handbook is intended to:

- provide valuable guidance for you to navigate through the financial aid process
- build your confidence through the development of improved financial aid literacy
- familiarize you with the process of applying for financial aid, tell what programs are available, and enhance your understanding about what you must do to remain eligible for financial aid while in school.

Should you need further explanation of the items covered in this handbook, contact the Office of Financial Aid.

Felbry Federal School Code - 042350

The Office of Financial Aid hours of operation are **Monday through Thursday (8:30am – 6:30pm), Friday 8:30am to 5:30 pm.**

Best of Luck,

Office of Financial Aid
finaid@felbrycollege.edu

You are encouraged to visit anytime during business hours to have your financial aid questions and concerns answered, your forms reviewed for accuracy, and to pick up any additional forms or application materials you may need.

You may visit, call, email or write for more financial aid information:
Call: 6147811085- ext. 108
Email: finaid@felbrycollege.edu
Fax: (614)929-3820

During the first week of each semester (summer, fall, and spring), students can see the financial aid counselor on a walk-in basis. No appointments are necessary during the opening of each semester.

The Student Consumer Information Bulletin

This At a Glance document has been prepared in response to Federal regulations which require that colleges define the role of their students in part as consumers of educational services. As consumers of educational services, students need certain kinds of consumer information about the college that they attend so that they may properly pursue and protect their interests. This booklet provides a substantial amount of consumer information that is useful to students and prospective students at Felbry College School of Nursing and that is required by Federal regulations to be distributed to them. Among the kinds of consumer information that it contains are the following:

1. What student financial aid programs are available at Felbry College School of Nursing.
2. How student aid is distributed among students at the college.
3. How to apply for the student assistance programs and what standards are used to determine eligibility.
4. The criteria used at the college to determine whether a student is maintaining satisfactory academic progress (SAP) and the procedures by which a student who failed to maintain such progress may re-establish eligibility for Federal student financial aid.
5. The rights and responsibilities of students receiving financial assistance.
6. How financial aid will be disbursed and the frequency of disbursements.
7. The terms of schedules for repayment of student loans.
8. The terms and conditions of any employment which is part of the financial aid package.
9. The cost of attending Felbry College School of Nursing.
10. The refund policy of the college.
11. The academic programs available at the college and the faculty and facilities available for those programs.
12. Data regarding retention of students at the college.
13. The number or percentage of students completing each program if such data are available.
14. Where and from whom information on student assistance at the college may be obtained.



WHAT IS FINANCIAL AID?

Federal student aid comes from the federal government— specifically, the U.S. Department of Education. It is money that helps a student pay for higher education expenses (i.e., college, career school, or graduate school expenses). Federal student aid covers such expenses as tuition and fees, room and board, books and supplies, and transportation. There are three main categories of federal student aid: grants, work-study, and loans. Check with the school's financial aid office to find out which programs the school participates in.

WHO DETERMINES HOW MUCH I CAN PAY?

The amount you can afford to pay is based upon Federal guidelines and upon a Student Aid Report which you receive after completing the Free Application for Federal Student Aid (FAFSA). Your college Financial Aid Officer interprets the guidelines and the report to determine how much you can pay.

WHAT IS A STUDENT AID REPORT?

A Student Aid Report is a document which indicates your Expected Family Contribution (EFC) as determined by the Free Application for Federal Student Aid (FAFSA). The FAFSA is a consistent and systematic way of measuring the ability of your family to pay for educational costs and your eligibility to receive funds from Federal, State, and other programs.

It determines the ability, not the willingness, of you and your family to finance your education. Everyone who applies is treated fairly and equally under this system. In determining how much you and your family can contribute, several factors are considered.

Information you provide on the Free Application for Federal Student Aid must include all family resources: parents' income, parents' assets, student's assets and special sources of income of the student. **If you are an independent married student, your spouse's income must be included.** All taxable and non-taxable income (Social Security, AFDC, and Veterans' Benefits) is included.

Allowances are also made for taxes and Social Security paid, medical or dental expenses not covered by insurance, and a housekeeping allowance if both parents are working.

Also considered is the value of assets of the parents including the value of a farm or business, savings, stocks, bonds, and real estate other than the family home.

Other factors considered are the family size, unusual expenses, employment expenses, and the number of family members in college.

From these factors, the FAFSA determines how much you and your family can contribute and how much money you will need to finance your education.

WHAT IS NEED?

Need is the difference between what you and your family are expected to contribute and what it will cost to attend Felbry College School of Nursing. When your need is determined, then the Financial Aid Office will make your award.

HOW IS MY NEED MET?

Once your need has been established by the FAFSA and your financial aid file is complete, you will be awarded funds according to the programs you apply for and your eligibility for specific programs. Usually your need will be met in the form of a financial aid package.

WHAT IS A FINANCIAL AID PACKAGE?

A financial aid package is a combination of different forms of financial aid that together makes up your financial aid award. A financial aid package may include scholarships, grants, loans, and employment in work-study positions (Note that Felbry College does not participate in work-study for now).

WHAT TYPES OF PROGRAMS ARE INCLUDED?

SCHOLARSHIPS are generally awarded based on grades and/or financial need and do not have to be repaid. (Eligibility requirements and obligations may vary according to each scholarship).

GRANTS are outright financial gifts that do not have to be repaid, and eligibility for grants is determined by the student's need.

LOANS must be repaid or cancelled in accordance with specific program regulations. Repayments usually begin six to nine months after graduation or withdrawal from school and include payment of interest at a rate that varies depending upon the type of loan made.

AM I AN INDEPENDENT STUDENT?

You are considered an independent student if you are one of the following --

- will be 24 or older before January 1.
- married on the day you apply (even if you are separated but not divorced).
- enrolled in a master's or doctoral degree program (beyond a bachelor's degree)
- have children who receive more than half of their support from you.
- have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you at the time you apply and up to June 30th.
- have both parents deceased, or you are (8 or were until age 18) a ward or dependent of the court.
- currently serving on active duty in the U.S. Armed Forces for purposes other than training.
- a Veteran of the U. S. Armed Forces

The Office of Financial Aid may require you to submit documentation to verify your independent status.

WHAT ABOUT TRANSFER STUDENTS?

A transfer student should apply to Felbry College School of Nursing by completing the same process as any other student. Please note that your financial aid does not automatically transfer from one school to another; you must apply for aid at Felbry College School of Nursing.

STATEMENT OF EDUCATIONAL PURPOSE

The Statement of Educational Purpose is signed by some students (selected for verification) certifying that money received from the federally-assisted loan, grant, or work-study programs will be used only for expenses related to studies at Felbry College School of Nursing. Since this statement is required by federal regulation, your application will not be processed until you properly complete it.

AWARD NOTIFICATION

Once your application for financial aid is complete, your award will be made. An Award Notification Letter will be emailed to you with the email address listed on your application. This letter will indicate the amount of aid you will receive from various programs.

IF YOU DO NOT WANT TO ACCEPT THE AWARD:

If you do not accept any portion of the award offered, please notify the Office of Financial aid in writing or by email indicating which award(s) you are declining. The email address is finaid@felbrycollege.edu

WHAT ARE OVERAWARDS?

Federal regulations restrict the total amount of funds you are eligible to receive. If you receive more funds than you are eligible to be awarded, you will be required to repay any amount you are ineligible to receive.

TO AVOID OVERAWARDS:

- Make sure you list all resources on your financial aid application.
- List all resources on the FAFSA so that an accurate EFC (Expected Family Contribution) can be determined.
- Notify the Felbry College School of Nursing Financial Aid Office if you receive additional aid from outside sources.

Note: Felbry College School of Nursing reserves the right to adjust any award to prevent an overaward.

HOW, WHEN, AND WHERE DO I RECEIVE MY FINANCIAL AID?

Financial Aid is credited to student accounts by the registrar's office. Students will receive email notification from the registrar's office concerning any disbursement made to their student ledger. The aid is disbursed across the number of semesters in the program the student is expected to complete.

ISSUANCE OF STUDENTS' REFUND

If the financial aid credits and cash payments exceed the total charges, student may be eligible to receive a refund of the excess amount to help with other educational costs. Checks will be issued by the Registrar's Office and student will be notified through email by the Registrar's Office when checks are processed within 3 business days.

WHAT ARE MY RIGHTS?

- You have a right to know what programs of student financial aid are available at Felbry College School of Nursing.
- You have a right to know the procedures to be followed to be considered for financial aid.
- You have a right to know how recipients of financial aid are determined.
- You have a right to know when and how financial aid funds are disbursed.
- You have a right to know how your need will be determined.
- You have a right to know the cost of attending Felbry College School of Nursing.
- You have a right to be informed concerning the types of aid offered to you and to receive an explanation of each type.
- You have a right to contact the Felbry College School of Nursing Financial Aid Office for further consideration if you are not satisfied with your award.
- You have a right to know the requirements for continued eligibility for various aid programs.
- You have a right to know the terms, including repayment, of any loan made to you.
- You have a right to know the policy for refunding fees at Felbry College School of Nursing.
- You have a right to know how Felbry College School of Nursing determines whether you are making satisfactory progress to be eligible to receive financial aid and how to regain your eligibility if it should be lost.

WHAT ARE MY RESPONSIBILITIES?

- You are responsible for the accuracy of any information provided to Felbry College School of Nursing on the financial aid applications and for complying with all deadlines.
- You are responsible for attending and completing an entrance interview and an exit interview if you receive loans while attending Felbry College School of Nursing.
- You are responsible for repaying any student loans you may receive.

- You are responsible for keeping the College informed of changes of address, name, marital status, or status as a student.
- You are responsible for being informed of the terms of any loan made to you by Felbry College School of Nursing and for keeping the College informed of address, name, or other changes in your status until such loans have been repaid in full.
- You are responsible for the repayment of all loans you may receive.
- You are responsible for knowing and complying with all requirements for continuation of financial aid, including satisfactory academic progress requirements.
- You are responsible for knowing the contents of papers or forms you sign in the process of applying for and/or receiving financial aid.
- You are responsible for notifying the College's Financial Aid Office of scholarship, grant, or other aid made available to you from sources other than Felbry College School of Nursing while you are also receiving aid from Felbry College School of Nursing.
- You are responsible for submitting any additional information or documents required by the Office of Financial Aid or other agency if applicable.
- You are responsible for notifying the Financial Aid Office of changes in residency status, withdrawals, or dropping/adding courses.

WHOM DO I CONTACT IF I HAVE QUESTIONS?

Direct questions to the Financial Aid Office located in the Building. The phone number is 614-781-1085 – ext. 108.

To request additional copies of your Student Aid Report (SAR), to report any errors or make changes on your SAR, or to reply to a request for additional information, access the FAFSA website at www.fafsa.ed.gov; or contact Federal Student Aid Programs at the address indicated on your SAR. You may also contact the Office of Financial Aid regarding any of these concerns.

FINANCIAL AID POLICY

The purpose of financial aid in higher education is to eliminate cost as a barrier. Recent studies have shown that cost is not the only barrier facing students who are at an economic and cultural disadvantage. Students in this category have academic potential but must contend with sociological deprivation along with their studies. Because these students receive minimal financial support from home, their achievement or progress may be affected. Financial aid officers recognize the severity of the situation and are aware of the special needs represented by these students. Therefore, the policy of Felbry is to award the neediest students the maximum amount available to help meet the cost of attending the College. Parents and students must be advised that they are the primary source of financing the student's education. The federal, state, and college are considered secondary sources and will help to offset what parents and students can provide to meet the cost of attending college.

FINANCIAL AID PROGRAMS AVAILABLE

Through the various financial aid programs, Felbry College School of Nursing offers financial assistance (Felbry grant and scholarship) to students to the extent that funds are available. Assistance comes from federal, state, and private programs consisting of grants, loans, and scholarships. Felbry College School of Nursing participates in the Federal Pell Grant Program, Federal Stafford Direct Loan, and Parent Loans for Undergraduate Students (PLUS).

All students applying for admission to Felbry College School of Nursing are encouraged to apply for student financial aid. Students seeking financial aid should do the following:

- Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov
- Complete the Federal Parent Loan application (optional)

Grants

FEDERAL PELL GRANTS

What is the Federal Pell Grant.

Money that does not have to be repaid and is usually based on financial need. Depends on Expected Family Contribution (EFC), enrollment status and duration of attendance. You are limited to a total of 6 full-time years (600%) of Pell Grant eligibility. Visit the NSLDS website to determine the percentage of Pell Grant you have received. Amounts can change annually. For 2019–2020 (July 1, 2019 to June 30, 2020), the award amount is up to \$6,195. For details and updates, visit StudentAid.gov/pell-grant.

How much may I receive?

Grant awards are based on demonstrated financial need which is determined by a national formula applied uniformly to all applicants. The level of Pell Grant funding is determined by Federal appropriations.

During the previous academic year, awards at Felbry College School of Nursing ranged from \$657 up to \$6195 depending on the applicant's Expected Family Contribution number (EFC). (The lower the EFC number, the higher the award will be).

How do I apply?

By completing the Free Application for Federal Student Aid (FAFSA) at fafsa.gov.

What are my responsibilities?

The Department of Education will mail or E-mail to you, at the address you list on the FAFSA, a two to six-page document called a "Student Aid Report" (SAR). This report tells you whether you are eligible to receive a Pell Grant.

For you to receive a Pell Grant award at Felbry College School of Nursing:

- Felbry must be one of the colleges listed on your Student Aid Report.
- You must notify the Financial Aid Office regarding changes in residency status, withdrawals, or dropped/added courses.
- You must maintain satisfactory academic progress.
- You must not be in default on any loan previously received for educational purposes.
- You must not owe a refund for grants previously received for educational purposes.
- You may and should apply for a Pell Grant immediately after January 1 of each year.

If applicable, you and your spouse or parent(s) must submit an official copy of the Federal Income Tax Return Form 1040, 1040-A or 1040-EZ to the Financial Aid Office.

An asterisk appearing beside an EFC number (00017*) denotes you have been selected for verification. If you are selected, you must verify your income, federal income taxes paid and, in some cases, your and/or your parents' Social Security benefits. You may be asked to verify other items such as your status as a dependent or independent student, your household size, or the assets you have. You will have to provide the financial aid officer with certain documents such as your and/or your parents' Federal Income Tax Returns (Form 1040, 1040-A or 1040-EZ) and, in some cases, statements from the Social Security Administration and Veterans Administration verifying benefits received. Other documents may also be requested, and if the information on any of these documents conflicts with what you have reported on your application, you may be required to provide additional information.

In certain circumstances, income documentation may be requested by the College even if you are not selected for verification by the Department of Education.

You may be required to sign a Statement of Educational Purpose.

Am I eligible?...YES

- if you demonstrate need (EFC score).
- if you are enrolled at least half-time per semester in an eligible course of study.
- if you are enrolled as a regular student in an eligible program.
- if you have not previously received a bachelor's degree from any institution.
- if you are a U.S. citizen or are in the United States for other than a temporary purpose and intend to become a permanent resident.
- if you maintain satisfactory academic progress.

For those applicants whose financial circumstances have changed significantly, it may be possible for the Financial Aid Officer in conjunction with our Third-Party Servicer (Boston Educational Network) to adjust which would affect your EFC. These circumstances include the death of a parent or spouse, the complete loss of employment, divorce or separation of parents or applicant, or other special circumstances which affect family finances. Contact the Financial Aid Office for more information.

Loans

FEDERAL DIRECT STUDENT LOAN PROGRAM

What is Federal Direct Loan Program?

Federal Direct Loan Program - Low-interest loan made to eligible students.

- Must be enrolled in a minimum of 6 semester-based credits (Note: Open-enrollment, independent study courses are not eligible for federal financial aid).
- Two types: subsidized and unsubsidized.
- Requires a Master Promissory Note and Entrance Loan Counseling.

Subsidized Loan: For undergraduate students who have financial need; U.S. Department of Education generally pays interest while student is in school and during certain other periods; student must be at least half-time. Interest rate is 4.53% for loans first disbursed on or after July 1, 2019 and before July 1, 2020 and fixed for the life of the loan. Up to \$5,500 depending on grade level and dependency status. For details and updates, visit StudentAid.gov/sub- unsub. Visit StudentAid.gov/interest for the more information on interest rates.

Unsubsidized Loan: Up to \$6000 for undergraduate and graduate or professional students; borrower is responsible for all interest; student must be at least half-time; financial need is not required. Interest rate is 4.53% (undergraduate) and 6.08% (graduate or professional) for loans first disbursed on or after July 1, 2019 and before July 1, 2020 and fixed for the life of the loan. Students are strongly encouraged to pay the interest while they are in school, but if they cannot, it's automatically deferred until they graduate.

How do I apply?

To obtain a Direct Subsidized Loan or a Direct Unsubsidized Loan, a student must complete a Free Application for Federal Student Aid and submit it in accordance with instructions in the application. After the FAFSA is processed, the College will review the results and will inform you about your loan eligibility.

What are my responsibilities?

- You must normally begin payment six months after you graduate or withdraw from school, and you may be allowed to take up to ten years to repay the loan.
- You must make monthly payments in accordance with the repayment plan you select.
- You may at any time repay the whole amount or any part of the loan without penalty.
- You may defer payment when engaged in one of the following activities:
 - At least half-time study at a post-secondary school.
 - Study in an approved graduate or postgraduate fellowship supported program or in an approved rehabilitation training program for disabled.
 - Unable to find full-time employment up to 3 years.
 - Economic hardship up to 3 years

How much can a student borrow under the Direct Stafford/Ford Loan Program?

The maximum annual amount a student can borrow under the Direct Loan Program, including the total combined amount of subsidized and unsubsidized loans, is indicated below:

Dependent Students whose parents can borrow a Plus Loan	Base Amount	Independents Students
Subsidized	\$3,500	\$3,500
Unsubsidized	\$2,000	\$6,000
Plus Loan by Parent	\$5,000	

Am I eligible?...YES

- if you are enrolled in a school that participates in the Direct Loan Program.
- if you are a U.S. citizen or have filed a declaration of intent to become a citizen.
- if you are enrolled at least half-time per semester.
- if you are in good standing and maintaining satisfactory academic progress.
- if you do not owe a refund on a Pell Grant.
- if you are not in default on either a Guaranteed Student Loan or a National Direct Student Loan (Perkins Loan).

The amount a student can borrow is limited by the student's school costs, the other financial aid the student receives, and (in the case of

Subsidized Direct Loans) the student's Expected Family Contribution (EFC). The College has the right to deny any loan request or can certify a loan for an amount less than you would otherwise be eligible for. However, the school must document the reason for its action and explain the reason to you in writing. The College's decision is final and cannot be appealed to the U.S. Department of Education.

Note: If a parent is denied the PLUS loan, the dependent student can apply for an Unsubsidized Federal Direct Student Loan provided the parent submits a copy of the denial notice to the Office of Financial Aid.

How will I be paid?

The U. S. Department of Education will pay you through the College. Your loan will be disbursed based on the number of semesters for your program.

How do I pay back my Direct Loan?

The Direct Loan Program offers four repayment plans designed to simplify the repayment process. All four repayment plans are available to borrowers of Direct Subsidized Loans and Direct Unsubsidized Loans. The repayment plans are explained in more detail in the entrance and exit counseling sessions at www.studentloans.gov.

FEDERAL DIRECT PLUS LOAN (PLUS)

What is a PLUS Loan?

The PLUS Program is a Parent Loan for Undergraduate Students. It was established to ease the financial burden that the cost of post-secondary education places on many families, particularly the middle-income families who generally do not qualify for other forms of financial assistance and who may not have the savings or other liquid assets available to make a single lump sum payment for college costs. Loan funds may be used only to pay for a student's educational costs.

PLUS loans are meant to provide additional funds for educational expenses. The interest rate is variable, but it will never exceed 9 percent. The interest is adjusted each year on July 1. PLUS loans are made available to parents of dependent students only.

How do my parents apply for Direct PLUS Loan?

Your parents will fill out a Direct PLUS Loan Application (available from the Office of Financial Aid) and Promissory Note. The Promise Note can be completed online at studentloans.gov.

When do my parents begin repaying the PLUS Loan?

Your parents must begin repaying the loan in accordance with the repayment schedule stated in the Promissory Note. Generally, that is within 60 days after the final loan disbursement. There is no grace period for these loans. Interest begins to accumulate at the time the first disbursement is made, and your parents will begin repaying both principal and interest while you're in school.

What are my parents' responsibilities?

They must notify the lender promptly, in writing, if any of the following events occur before the loan is repaid:

- The student for whom you are borrowing fails to enroll in school for the period for which the loan was intended. In this event, the repayment of the loan is due immediately.
- Change of borrower's name.
- Change of borrower's address.

How much can a parent borrow under the PLUS Loan Program?

Under the Federal Direct PLUS Loan Program, the parent of a dependent student can borrow up to the cost of the student's education, minus any other financial aid received. The College has the right to deny any loan request or to certify a loan for an amount less than you would otherwise be eligible for. However, the school must document the reason for its action and explain the reason to you in writing. The College's decision is final and cannot be appealed to the U.S. Department of Education.

What are the interest rates for Direct Loans?

The interest rate varies depending on the loan type and (for most types of federal student loans) the first disbursement date of the loan. The table below provides interest rates for Direct Loans first disbursed on or after July 1, 2018 (and before July 1, 2020).

Loan Type	Borrower	Fixed Rate
Direct Subsidized and Unsubsidized Loans	Undergraduate	4.53%
Direct Unsubsidized Loans	Graduate or Professional	6.08%
Direct PLUS Loans	Parents and Graduate or Professional Students	7.08%

Am I eligible?...YES

- if you are the mother, father, legal guardian or adoptive parent of an undergraduate student who is enrolled in good academic standing or accepted for enrollment in an eligible postsecondary school on a full-time basis.
- if you need financial assistance to pay school costs for your son/daughter.

Note: The interest rates for federal student loans are determined by federal law. If there are future changes to federal law that affect federal student loan interest rates, you can always get updated at <https://studentaid.ed.gov/sa/types/loans/interest-rates>.

How do my parents pay back the Loan?

Your parents can choose the Standard, Extended, or Graduated Repayment Plan. The Income Contingent Repayment Plan is not an option for parent borrowers. The Direct Loan Servicing Center will manage their loan account until the loan is paid in full.

Loan Origination Fees

This is a mandatory fee charged by the U.S. Department of Education Federal Direct Loan Program for borrowing a Federal Stafford or Plus Loan. The loan origination fee is a percentage of the amount of each loan you receive and is subtracted proportionately from each loan disbursement you receive. This means that the amount you accept (by signing your signature) the award notification letter provided by the school will be less due to this automatic fee taken out by Direct Loans before the funds are posted to your student account. We strongly urge students to keep this in mind and add this fee to their calculation when accepting their requested loan amount(s). Please note, the loan origination fee is subject to change per the U.S. Department of Education. See the chart below to learn about the fee:

ENTRANCE & EXIT LOAN COUNSELING

Students applying for DIRECT loans must receive pre-loan counseling prior to having their loan applications certified by the Financial Aid Office. Prior to graduation or upon withdrawal from the College, students are EXPECTED to complete exit interviews to inform them of their loan obligations. The goal of entrance counseling is to help student understand what it means to take out a federal student loan. During entrance counseling, student will learn about the following:

- What a Direct Loan is and how the loan process works
- Managing your education expenses
- Students' rights and responsibilities as a borrower

Entrance and Exit counseling are completed at www.studentaid.gov, and this could take up to 30mins. Parents taking out a Direct PLUS Loan to help pay for their children's education expenses do not have to complete entrance counseling. Students who need help completing these counseling online may contact the FA office to receive necessary guidance.

Scholarship

FELBRY COLLEGE SCHOOL OF NURSING SCHOLARSHIP - UP TO \$1000

Felbry College School of Nursing Scholarships are awarded to students who attain 3.50 and above on their GPA. See the details below:

GPA of 4.0 receives \$1,000

GPA of 3.75 – 3.99 receives \$500.00

GPA of 3.50 – 3.74 receives \$200.00

Note: Felbry scholarships (unless otherwise noted) may be applied towards tuition and fees only and are based on availability of funds. *Qualified student can only receive this award once in any semester during the entire program*

OTHER AVAILABLE ASSISTANCE

Whether you require an affordable payment plan or a referral to an organization with educational grants, we're here to help. There are financial assistance that are offered by employers, individuals, private companies, nonprofits, communities, religious groups, and professional and social organizations that students are encouraged to explore. Some of those are listed below:

Ohio Means Jobs

Ohio Means Job helps student with tuition aid.

For more information about Ohio Means Jobs, please visit www.ohiomeansjobs.com or contact them at 614-559-5052.

U.S. Department of Veterans Affairs

Students who are veterans with VA benefits for education can also take advantage of this program.

For more information, visit <http://benefits.va.gov/benefits/>

Juliana Tolani Scholarship - Up to \$500

Five scholarships awarded each enrollment. Application does not guarantee award.

Eligibility:

- Recipient must be a current Felbry first semester student (enrolled)
- Be a single parent (female) with income earning less than \$18000 per annum
- Demonstrate financial need (based on results of the FAFSA)
- Applicants should complete an application form and also submit a 1-2-page essay on why they should be awarded the scholarship. The essay should refer to Madam J. Tolani's biography (read on <http://julianatolanifoundation.blogspot.com/2015/10/meet-woman-extraordinaire-madam-juliana.html>)
- Completed application form and essay should either be emailed to finaid@felbrycollege.edu
Attention:
Director of Financial Aid,
Subject: Juliana Tolani Scholarship or dropped with the Financial Aid Officer
Application deadlines are January 15 (Winter), May 15 (Spring) and September 15 (Fall) enrollment periods respectively
Recipient will receive award letter or email notification within 6 weeks of application submission.

POLICY ON SATISFACTORY ACADEMIC PROGRESS FOR ELIGIBILITY TO RECEIVE FEDERAL FINANCIAL AID FUNDS

Felbry College School of Nursing's Policy on Satisfactory Academic Progress

Satisfactory Academic Progress (SAP) Policy

The U. S. Department of Education requires that students who receive Title IV financial assistance meet minimum standards of academic performance and progress to maintain their eligibility for financial aid.

Felbry College School of Nursing has incorporated those standards into its own and requires all students to meet the standards of satisfactory academic progress (SAP) identified below.

The SAP policy explains

- What cumulative grade-point average you need to maintain;
- How quickly you need to be moving toward graduation (for instance, how many credits you should have successfully completed by the end of each SAP evaluation point);
- How a grade of incomplete, a withdrawal, a repeated course, or transfer of credits from another school will affect your satisfactory academic progress;
- How seeking an additional academic credential from Felbry College may affect your satisfactory academic progress;
- How often Felbry will evaluate your academic progress;
- What will happen if you fail to meet the SAP standards at any evaluation point;
- When you can appeal Felbry's decision that you have not made satisfactory academic progress and the conditions for that appeal; and,
- How you can regain satisfactory progress and, if you are a Title IV student financial aid recipient, you can regain eligibility for federal student aid after failing a SAP standard.

All students are required to meet the standards of academic performance that are outlined in the sections below and they are evaluated regularly to determine that the standards are met. These standards have multiple components:

- A minimum cumulative grade point average requirement (CGPA);
- A minimum successful completion rate based on all credit hours attempted; and,
- A maximum time frame (MTF) requirement to successfully complete all required credit hours for the program.

As described below, each student must achieve the minimum CGPA within the MTF established, achieving the required completion rate of 67% at each evaluation point. Failure to meet these standards may result in dismissal from the academic program and in ineligibility to earn the diploma or degree in nursing.

Maximum Time Frame (MTF)

For purposes of the college's Satisfactory Academic Progress policy, completion "time" is measured in credits. The Maximum Timeframe, (MTF) allowed for any student to complete an academic program is 150% or 1.5 times the normal completion time. The MTF is computed from the very first credits in which the student enrolled in the program.

PRACTICAL NURSING PROGRAM:

The normal completion time for the Practical Nursing program is 58.5 semester credits. This means that 58.5 credits are required to complete the program and any student in the program who receives a passing score in each course taken without failing or dropping any course will complete the program within the normal completion time.

Students who fail or drop a course will have to repeat the course, which means the student must take more credits to earn the 58.5 credits required to complete Practical Nursing.

The maximum number of credits that a student can attempt to successfully complete the required 58.5 credits is 87.75 credits, or 1.5 times the normal time frame. So, the MTF for Practical Nursing is 87.75 semester credits.

LPN-RN BRIDGE PROGRAM:

The normal completion time for the LPN-RN Bridge program is 50 semester credits. The MTF for the LPN-RN Bridge program is 75 semester credits.

ASSOCIATE OF APPLIED SCIENCE IN NURSING (AAS):

The normal completion time for the Associate of Applied Science (AAS) in Nursing program is 108.5 semester credits. The MTF for the AAS program is 162.75 semester credits. The MTF will be adjusted for students who successfully transfer in credits earned from other accredited institutions. The total number of credits the student will need to complete the program after receiving transfer credits will be multiplied by 1.5 to determine the student's MTF.

Any student who does not successfully complete the program within the MTF cannot earn the diploma or degree for his or her program.

REPEATED COURSES (GRADE OF R)

Except for the Integrated Concept courses IC110 and IC299, a student receives a grade of "F" in the same course twice will be academically dismissed from the college. Additionally, students may only receive a grade of "WF" once per course.

The new grade earned when repeating a previously failed course will replace the "F" or "WF" grade awarded in the prior course. A letter of R will replace the prior grade. Both the grade earned, and the credit hours taken for the repeated course will be included in the SAP calculations. While both the original attempt and the repeated course will be included in the calculation of credits attempted for MTF, only the grade earned in the repeated course will be included in the CGPA calculation.

INCOMPLETE GRADE (GRADE OF I)

At the discretion of the instructor, a student may be assigned a grade of incomplete (I) to allow the student additional time to complete missing coursework or to take a required exam. For the purposes of SAP calculation, incomplete grades will carry 0.0 honor points.

Upon completion of the work or exam, the earned grade replaces the grade of "I" and is calculated into the grade average for the level and for the cumulative grade point average (CGPA). Except for rare circumstances, if the missing work or exam is not completed within two weeks from the last day of the course, a grade of "F" will be assigned and computed into the final grade average for the course and into the CGPA.

TRANSFER STUDENTS (TR GRADE)

A grade of TR is assigned for a student's successful transfer of credits (or converted clock hours) earned from an accredited institution. Although the grade(s) earned for the transferred credits will not be included in a calculation of the CGPA, the total credits will be included in a calculation of credits attempted and successfully completed.

With regards to Maximum Time Frame, Transfer credits are counted towards maximum timeframe. The total number of credits the student will need to complete his or her program after receiving transfer credits will be multiplied by 1.5 to determine that student's MTF.

WITHDRAWAL GRADE

W GRADE

A student who withdraws from the college after the college's two- week add/drop period but before the mid-point (50% or halfway point) of a course will be assigned a grade of W for the course. The W grade is not included in the calculation of the cumulative GPA, but the credit hours will be included in the determination of total credits attempted.

WP GRADE

A student who withdraws from the college after the mid-point (50% or half-way point) of a course but had passing grades at the time of withdrawal will be assigned a grade of WP for the course. The WP grade will not be included in the calculation of the CGPA, however, the attempted credit hours for the course will be included in the determination of total credits attempted.

WF GRADE

A student who withdraws or is withdrawn from the college after the mid-point (50% or half-way point) of a course but had failing grades at the time of withdrawal will be assigned a grade of WF for the course. The WF grade will be included in the calculation of the CGPA and the attempted credit hours for the course will be included in the determination of total credits attempted.

NONCREDIT REMEDIAL COURSES

Felbry College does not offer noncredit remedial courses.

CHANGE OF PROGRAM

A student who wishes to change programs must complete a new enrollment agreement. All courses and credits successfully completed in the previous program that are applicable to the new program will be transferred. The maximum time frame (MTF) for the new program will be calculated reducing the MTF by the number of successfully completed credits transferred. A student who is on academic probation at the time of the program change will remain on academic probation in the new program for one semester and must achieve the minimum SAP standard by the end of that time to remain enrolled in the college.

PURSUIT OF SECOND PROGRAM

A student who has successfully completed the Practical Nursing (PN) program at Felbry and who wishes to enroll in the college's LPN -RN Bridge Nursing Program or Associates of Applied Science in Nursing (AAS) program must complete a new enrollment agreement and meet all admission requirements. Satisfactory academic progress will be assessed solely on the student's academic performance in the new program. The maximum time frame is calculated based on the normal completion time of the new program.

SAP EVALUATION POINTS

Students are evaluated for satisfactory academic progress at the end of each semester. A student is considered to be making satisfactory academic progress if the following conditions are met:

- The student has a cumulative (overall) grade point average of at least 2.5 for all courses taken during his or her enrollment; and,
- The student has successfully completed at least 67% of all credits attempted during his or her enrollment.

A student who does not meet both requirements is subject to one or more of the actions indicated below.

FINANCIAL AID WARNING:

For any Title IV-recipient student whose cumulative grade point average (CGPA) falls below 2.5 or the successful completion rate falls below 67% of all credits attempted, that student will be placed on financial aid warning for one semester.

The student will have one semester to raise the CGPA to 2.5 or higher and/or completion rate to 67% or better. If the Title IV recipient student fails to make SAP by the end of the following semester, the student will be placed on Financial Aid Probation and will lose financial aid eligibility unless he or she successfully appeals the probation action.

ACADEMIC WARNING:

Students not receiving Title IV aid whose CGPA fall below 2.5 or successful completion rate is less than 67% of all credits attempted for the first time will be placed on academic warning for one semester.

The student will have one semester to raise his or her CGPA to 2.5 or higher and/or completion rate to 67% or better. If the student fails to make SAP by the end of the next semester, the student will be placed on Academic Probation unless he or she successfully appeals the probation action.

FINANCIAL AID PROBATION:

A Title IV student who does not meet the minimum SAP standards by the end of the next semester after being placed on Financial Aid Warning will lose eligibility for financial aid and will be placed on Financial Aid Probation.

If the student files a successful written appeal for reinstatement based on mitigating circumstances, the student will be removed from Financial Aid Probation and will have financial aid eligibility reinstated for one payment period. The student must agree to accept and comply with all terms and conditions of an academic improvement plan prepared by the Program Administrator. If the student does not meet minimum SAP standards by the end of the next semester, does not comply with the academic plan or is not making progress will be academically dismissed.

Title IV students whose appeals were not accepted will remain on Financial Aid Probation for one semester but will not be eligible for financial aid. Title IV students who did not appeal will also not be eligible for financial aid but will remain on probation. Students on Financial Aid Probation must accept an academic improvement plan prepared by the Program Administrator or designee and comply with the terms and conditions of that plan.

The student must meet the required SAP standard at the end of the probationary semester or must be satisfying all terms and conditions of his or her academic improvement plan. Otherwise, the student will be academically dismissed from the college.

ACADEMIC PROBATION:

A non-Title IV and Title IV-recipient student who fails to meet the minimum SAP standards by the end of the semester following academic warning will be placed on Academic Probation. Students on academic probation must accept an academic improvement plan prepared by the Program Administrator and must comply with the terms and conditions of that plan. The student must meet the required SAP standard at the end of the probationary semester or must be satisfying all terms and conditions of his or her academic improvement plan. Otherwise, the student will be academically dismissed from the college.

RE-ESTABLISHING SATISFACTORY ACADEMIC PROGRESS:

A student who has failed SAP can only regain satisfactory academic progress by achieving a cumulative grade point average (CGPA) of 2.5 and a successful completion rate of 67% of all credits attempted. Satisfactory progress must be attained before the Maximum Time Frame (MTF) is reached for the program.

RE-ESTABLISHING FINANCIAL AID ELIGIBILITY:

A Title IV student who has been placed on financial aid probation will have his or her financial aid eligibility reinstated upon successful appeal based on mitigating circumstances.

Any Title IV student whose appeal was not accepted but who attains the required SAP standard or follows the academic improvement plan at the end of the probationary semester will be eligible for reinstatement of financial aid.

APPEALS:

Any student who has been placed on probation for the first time but thinks that there were mitigating circumstances that caused such student to fail the SAP standard(s) may file a written appeal. The appeal, with supporting documentation, must be submitted to the Program Administrator who, with the CEO and another school administrator, will make the decision whether to accept the student's appeal.

The appeal must include explanation of how the student's mitigating circumstances have changed and what steps the student has taken to overcome those circumstances so that he or she is now capable of achieving and maintaining satisfactory academic progress. If the appeal is granted, financial aid will be reinstated for one semester. The student must meet the required SAP standard at the end of the probationary semester or must be satisfying all terms and conditions of his or her academic improvement plan. Otherwise, the student will be academically dismissed from the college.

Financial Aid Refunds/Return of Title IV Funds

A. Title IV REFUND POLICY

Every applicant who has been accepted for admission and signs an enrollment agreement has the legal right to rescind or cancel their enrollment without penalty within three (3) business days after signing the agreement. In these cases, the student is entitled to a full refund of all monies paid, excluding the registration fee.

When a student withdraws or is withdrawn from the program, Felbry College uses a two-part process to determine whether the student is entitled to a refund or whether the student owes tuition and fees to the school and whether any Title IV financial aid awarded to the student must be returned to the U. S. Department of Education (ED).

After the 3-day rescission period, Felbry College uses its "Tuition Earned" schedule to determine how much of the total program tuition the school has earned based on how long the student remained in the program. It then uses ED's "Return to Title IV" (R2T4) policy to determine how much of the Title IV funding, if any, awarded to the student Felbry College has earned and can keep to apply to the student's tuition debt and how much, if any, of those Title IV funds must be returned to the Department. Both of those schedules are presented below.

After these calculations have been made, if there is a credit balance due to the student, the credit will be refunded within 45 days after the student withdraws or is dismissed.

Students who, at the time of their withdrawal, have not paid the full amount of tuition Felbry College has earned are legally obligated to pay the institution any difference between the amount paid and the amount Felbry College has earned.

B. TITLE IV RETURN CALCULATION

Felbry College uses the last date of attendance (LDA) as the withdrawal date.

A student who officially withdraws from the College will submit a letter of withdrawal or fill out a withdrawal form. The date of withdrawal notification is the date of determination while the withdrawal date is the LDA.

A student who stops attending the college without notification withdraws unofficially. The date of determination for such student is fourteen (14) consecutive days after the last date of attendance (LDA). The withdrawal date is the LDA.

To determine how much financial aid, if any, must be returned to the U.S. Department of Education, the college uses the formula below.

- The top number, or the numerator, is the total calendar days completed by the withdrawn student before the withdrawal.
- The bottom number, the denominator, is the total calendar days in payment period. The normal payment period varies depending on the program and semester.
- The total number of days completed are counted from the student's first day of attendance to his or her last known date of attendance.

Important Note: If a student attends more than 60% of total calendar days in the payment period, no return of Title IV funds is required.

Total calendar days completed/ Total calendar days in payment period

= % of Title IV Aid Earned

Example:

Missy started school on September 1st and withdrew on October 9th. There was one Monday holiday during that time. The semester calendar days runs through to December 18th. Missy attended a total of 28 days of 79 calendar days in the semester.

Total calendar days completed = 28 /Total calendar days in payment period 79 =

35.44% of Title IV Aid Earned.

In this example, only 35.44% of the Title IV financial aid received was earned. The remaining funds must be returned to the U.S. Department of Education according to the order listed in the next section.

Note: Students should understand that, even though Felbry College may be required to return Title IV funds to the U. S. Department of Education, the student will still be financially responsible to pay Felbry College- School of Nursing for any tuition owed after those Title IV funds have been returned.

ORDER OF RETURN OF TITLE IV FUNDS

Felbry College must return to the U.S. Department of Education any Title IV funds that it collected for a student but, based on refund calculations; the student was not in school long enough to receive all of the Title IV financial aid.

The financial aid must be returned to the Title IV program(s) that the fund came from. If the aid came from more than one Title IV program, it must be returned in the priority order listed below.

Note that this list contains only those programs in which Felbry College is currently eligible to participate.

- Unsubsidized Direct Loans (other than Direct PLUS Loans)
- Subsidized Direct Loans
- Direct PLUS Loans
- Federal Pell Grants for which a Return is required

RETURN OF TITLE IV FUNDS

Felbry College has 45 days from the date it determines that a student withdrew to return all unearned funds. The school will notify the student in writing if he or she owes a repayment.

INSTITUTION RESPONSIBILITIES:

Felbry College responsibilities regarding the return of Title IV funds are to:

- Provide students with information on the return policy;
- Identify students for whom return calculations should be made and to complete those calculations; and,
- Return any Title IV funds that are due to the correct Title IV programs.

OVERPAYMENT OF TITLE IV FUNDS:

Any amount of unearned grant funds that a student must return is called an overpayment. The student must make arrangements with Felbry College to return the amount of unearned grant funds.

Student Responsibilities Regarding the Return of Title IV Funds

Students must do the following, related to Title IV funds:

- Return to the Title IV program(s) any funds received but for which was determined to be ineligible based on the Return to Title IV calculations;
- Notify the Program Administration and/or Registrar in writing of an intent to withdraw or of the decision not to return to school (to drop) following the completion of a course.
- Notify the Program Administration and/or Registrar in writing that the student is rescinding notification of intent to withdraw.

WITHDRAWAL FROM THE PROGRAM

Student refunds shall be made within thirty days after the school has determined that a student has withdrawn unless another refund period is mandated by use of state or federal financial aids funds. If a student ceases attending school but does not notify the school officially of their withdrawal, the school will treat the student as withdrawn within fourteen days of the student's last date of attendance or participation in an academic activity.

A student's withdrawal date used to calculate refunds will be the student's last date of attendance and participation in an academic activity. Students who wish to withdraw from the program may complete an official withdrawal form to be submitted to the administrative office. Refunds will be made based on the refund policy above; requests for refund will not be accepted.

Grading System

The grading system for academic performance appears below. Unless otherwise indicated, each grade earned is calculated into the student's cumulative grade point average (CGPA) and the credit hours assigned for the course taken are included in the calculation of total credit hours attempted.

Letter Grade	Point Value	Honor Points	Grade Description
A	93-100	4.0	Excellent
B	84-92.9	3.0	Good
C	78-83.9	2.5	Average
F	Below 78	0.0	Fail
S	--0--	0.0	Satisfactory*
I	-----	-----	Incomplete*
TR	-----	-----	Transfer Credit*
W	-----	-----	Withdrawal*
WP	-----	-----	Withdrawal Passing*
WF	-0-	-0-	Withdrawal Failing

RPT	-----	-----	Course Repeated
-----	-------	-------	-----------------

* Grade not calculated into cumulative grade point average (CGPA) but credit hours are included in total credit hours attempted.

Repeated Courses

The new grade for a failed course that has been repeated will not replace the prior grade. Both the grade earned and the credit hours taken for the repeated course will be included in the SAP calculations.

Note: A Title-IV recipient student who has passed a course but wishes to retake that same course to improve his or her final grade may retake the course only once using Title IV funds. As above, both the grade and the credits earned for the repeated course will be included in SAP calculations.

Incompletes (Grades of I)

At the discretion of the instructor, a student may be assigned a temporary grade of incomplete (I) to allow the student more time to complete missing coursework or to take a required exam. Upon completion of the work or exam, the earned grade replaces the grade of "I" and is calculated into the grade average for the level and for the CGPA. If the missing work or exam is not completed within two weeks from the last day of the course, a grade of "F" will be assigned and computed into the final grade average for the course and into the CGPA.

TR Grade

A grade of TR is assigned for a student's successful transfer of credits (or converted clock hours) earned from an accredited institution. Although the grade(s) earned for the transferred credits will not be included in a calculation of the CGPA, the total credits will be included in a calculation of credits attempted and successfully completed.

W Grade

A student who withdraws from the college after the college's two-week add/drop period but before the mid-point (50% or half-way point) of a course will be assigned a grade of W for the course.

The W grade is not included in the calculation of the CGPA but the credit hours for the course are included in the determination of total credits attempted.

WP Grade

A student who withdraws from the college after the mid-point (50% or half-way point) of a course but had passing grades at the time of withdrawal will be assigned a grade of WP for the course. The WP grade is not included in the calculation of the CGPA but the credits for the course are included in the determination of total credits attempted.

WF Grade

A student who withdraws or is withdrawn from the college after the mid-point (50% or half-way point) of a course but had failing grades at the time of withdrawal will be assigned a grade of WF for the course. The WF grade will be included in the calculation of the CGPA and the credit hours for the course are included in the determination of total credit hours attempted.

Course Loads and Financial Aid Programs**Federal Loan Programs**

To be eligible for the Federal Direct Loan Programs, a student must be enrolled at least half time in units related to their program of study. Students enrolled less than half time are not eligible for the Federal Direct Loan programs.

Full-time

Students must be enrolled in at least 12 credit hours per academic term in their diploma program.

Half-time

Students must be enrolled in at least 6 credit hours but less than 12 credits per academic term in their diploma program.

Pell Grant Program

To be eligible for the Pell Grant Program, a student may be enrolled full-time or half-time as defined above or may be enrolled as follows:

3/4 –time

Student must be enrolled at least 9 credit hours per academic term.

Less-than-1/2-time

Student must be enrolled in less than half of the workload of the minimum full-time requirement. Please note that the ED requirement is that the Subsidized Loan may accrue interest if a student is enrolled in less than half time.

Student Loan Fund Release Policy (Disbursement)

Annual Financial Aid awards will be divided by the number of terms for which the student is enrolled and disbursed by term as long as the student meets the eligibility requirements for the aid. If all required application documents are received, student loan funds may post to the student's school account within the first two weeks of the first day of the term. However, U.S. Department of Education regulations require institutions to issue a Federal Student Aid credit balance no later than fourteen (14) days from:

1. The date the credit balance occurred on the student's account, if the balance occurred after the first day of class of a payment period, or
2. The first day of classes of the payment period if the credit balance occurred on or before the first day of class of that payment period.

Any questions regarding apparent delay in a credit balance refund after aid has disbursed to the student's account should be directed to Registrar's Office.

COST OF ATTENDANCE

The estimated cost of attendance includes the following items:

	Practical Nursing	AASN Direct Track	AASN One + One Track
• Tuition	\$ 15,737.50	\$ 23,845.00	\$ 33,067.50
• Fees	\$ 3,750.00	\$ 6,570.00	\$ 9,396.00
• Books	\$ 1,100.00	\$ 1,599.00	\$ 2,699.00
• Room and Board	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
• Transportation	\$ 840.00	\$ 840.00	\$ 840.00

Students can meet with the Registrar to discuss itemized totals for expenses. This information is also published online at Felbry website, www.felbrycollege.edu.

Methods and Frequency of Disbursements

During his or her individual interview with a financial aid officer following completion of the Federal Application for Student Financial Aid (FASFA), each student will be informed of and given a written notification of the amount of financial aid the student and his or her parent can expect to receive from each Title IV program for which the student is eligible. If applicable, Direct loan programs will be separately identified as subsidized or unsubsidized.

Included in the written notice and discussed with the student will be information on how and approximately when the financial aid will be disbursed: through credit into the student's financial account at the beginning of each payment period. Students will be informed of their right to cancel all or part of a loan disbursement and of the procedures and time frames for doing so.

If the borrower wishes to cancel all or a portion of his or her loan or grant, he or she must inform the school. A school must return the loan or grant proceeds, cancel the loan or grant, or do both, provided that the school receives the loan cancellation request within the time frame below:

- if the school obtains affirmative confirmation from the student, by the later of the first day of a payment period or 14 days after the date the school notifies the student or parent of his or her right to cancel all or a portion of a loan or grant;

REFUND POLICY

The Higher Education Amendments of 1998 (Public Law 105-244) changed substantially the way funds paid toward a student's education are to be handled when a recipient of Student Financial Aid (SFA) funds withdraws from school. Felbry College School of Nursing, therefore, has changed its refund policy to coincide with the New Higher Education Return to Title IV Funds Policy.

A student who withdraws from the College after registration but before he/she completed 60 percent of the period of enrollment is entitled to a credit of tuition and fees, based on the following formula:

$$\begin{array}{c} \boxed{\text{The period of enrollment completed}} \\ \times \\ \boxed{\text{The percentage of the period of enrollment completed}} \end{array} = \boxed{\text{Institutional Charges}} = \boxed{\text{Adjusted Charges after withdrawal}}$$

$$\boxed{\text{The number of calendar days completed in the period as of the day the student withdrew.}} = \boxed{\text{Adjusted Charges after withdrawal}}$$

NOTE: The preceding formula is used to determine how much SFA Program funds the student has earned at the time of withdrawal. After the 60 percent point in the period of enrollment, a student has earned 100 percent of the SFA Program funds.

The last date of attendance will be used to determine the official withdrawal date.

Facilities and Services Available to Students with Disabilities

Felbry College School of Nursing makes every possible reasonable accommodation for applicants and students with disabilities who wish to study at the college. The campus is located on one level and access into the building as well as access to and use of all areas inside, meet applicable requirements of the American With Disabilities Act to accommodate persons with physical disabilities. The nursing profession demands a degree of physical strength and dexterity to care for patients and the comprehensive curriculum requires the intellectual capability to master the knowledge and skills nurses must possess. For these reasons, Felbry must make initial determinations, based on required medical exams as a condition of admission, as to whether an applicant has the requisite physical and mental capacity to benefit from the training provided and become nurses.

For those applicants whose physical and intellectual disabilities do not hinder the likelihood that, with appropriate services and assistance, they can successfully complete the chosen academic program, Felbry provides the necessary support. This includes arranging or rearranging classroom furniture and laboratory set-ups to the extent possible without adversely affecting the instructional process. For students with intellectual disabilities who may learn in different ways, different instructional methodologies, as suggested by education specialists, will be employed. Individual tutoring sessions are provided for these students and all Felbry students who need or request it.

When: During orientation for new students

How: Information contained in institution's catalog and on the college's website: www.felbrycollege.edu

Felbry College School of Nursing Alcohol & Other Drug Abuse Prevention Programs

Felbry College is committed to creating a healthy, safe and positive community for its students. Choices abound in college - food, classes, majors, relationships and alcohol. The majority of Felbry students make wise choices about alcohol. However, those who don't can find alcohol to be a major obstacle to their personal and academic success. Alcohol and drug prevention programs are available to assist students and parents about the risks associated with alcohol use, communicate clear messages about the consequences of abuse.

Drug Abuse Prevention Quick Link

<https://maryhaven.com/>

FELBRY'S THIRD PARTY SERVICER

Under the regulations at 34 C.F.R. § 668.2, a third-party servicer is any individual or entity that contracts with or performs work on behalf of an institution to administer, through manual or automated processing, any aspect of an institution's responsibilities under the Title IV, HEA programs. As provided in the regulations, an institution's Title IV responsibilities include, but are not restricted to, performing one or more of the following:

- Processing of student financial aid applications, including Free Application for Federal Student Aid (FAFSA) or pre-FAFSA completion services performed on behalf of an eligible institution;
- Collecting, reviewing, and/or maintaining supporting documentation required to process Title IV funds;
- Awarding, certifying, originating, and/or disbursing Title IV funds;
- Delivering Title IV credit balance refunds to students or parents (via cash, check, Automated Clearing House (ACH), debit card, or other means);
- Providing financial aid counseling, including assistance to students or parents in person, over the phone, or by any electronic means, including operation of call centers;
- Performing default prevention/management functions for Direct Loan, Federal Family Education Loan, and/or Perkins Loan programs, including cohort default analysis, enhanced loan counseling, delinquency assistance, development/implementation of a default management plan, and/or other default prevention outreach activities;
- Providing entrance and exit loan counseling, including in person, by mail, or electronically; Performing Federal Perkins Loan servicing or collections;
- Financial aid consulting, including financial aid staffing, interim management, processing support, and/or development and maintenance of written policies and procedures;
- Preparing and/or submitting required reports including enrollment reporting to the National Student Loan Data System, the Integrated Postsecondary Education Data System, Campus Crime and Security, and the Fiscal Operations Report and Application to Participate reporting; and
- Preparing or disseminating required consumer information disclosures, including general, campus crime, drug and alcohol prevention, graduation rates, placement rates, and gainful employment disclosures.

*Felbry College of Nursing employs the service of Boston Educational Network as our TPS.
For more information about BEN, visit <http://www.boston-ed.com/>*