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New Bern, NC 28562  
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(Fax) 252-637-6112

P.O. Box 952  
Havelock, NC 28532  
(252) 444-6005  
(Fax) 252-444-1918

**INSTITUTIONAL FORM FOR FINANCIAL AID FISCAL YEAR 2011-2012**

**This is an application for financial aid for all students. Please type, print, or clearly write the answers to each item on the application. Do not leave any blanks; place none or n/a in blanks for questions which do not pertain to your situation. Each new student must have an application for admission on file in the college admissions office. All admission requirements must be met before financial aid can be awarded. Awards are approved for students according to their demonstrated need. A student's need is determined by the U.S. Department of Education through the FAFSA.**

1) CCC Student ID or SSN                      2) Name: First                      Middle                      Maiden/Former                      Last

3) Name as it appears on your current social security card:

4) Telephone:                      Home                      Work/Cell/Other  
(       )                      -                      (       )                      -

5) Mailing Address

6) I plan to live at:  Parent's Home                       My Home/Apartment                       Other

7) All students must complete a Free Application for Federal Student Aid (FAFSA). Students are automatically considered for the Federal Pell Grant (PELL), Supplemental Educational Opportunity Grant (SEOG), North Carolina Student Incentive Grant (NCSIG), North Carolina Education Lottery Grant (NCELS), and North Carolina Community College Grant (NCCCG).  
If you would like **additional** assistance from Federal Workstudy or Federal Direct Loans, please see Craven's website for additional information. A separate application is required for these two programs.

8) I authorize the college to pay any institutional/noninstitutional charges, such as tuition, fees and bookstore expenses, and any other cost-of-attendance or other school charges that I have charged at my discretion, from my grants and to issue me a check for the balance.  
 Yes                       No (BY CHECKING "NO" YOU AGREE TO PAY ALL SCHOOL CHARGES OUT-OF-POCKET)

9) I certify that the information given on this form is correct and complete. **I also certify that I have read, understand, and agree to the information printed on the front and back of this form.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**READ THE CERTIFICATIONS ON THE BACK OF THIS FORM.**

## **Certifications and Signatures**

**Anti-drug Abuse Act:** I certify that, as a condition of my Federal aid eligibility, I will not engage in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance during the period covered by my financial aid.

**Repayment Warning:** Federal regulations state that financial aid received is intended to cover the entire term's costs, and a withdrawal will result in having to repay some portion of aid received. I understand that I am responsible for repaying any funds I receive which cannot reasonably be attributed to meeting my educational expenses at Craven Community College. This may be necessary should I not complete any semester for which funds are disbursed.

**Use of Funds:** Federal Title IV and state aid assistance are solely for the purpose of helping students meet their educational costs. It is federal policy to allow CCC to automatically pay tuition and fees with the federal Pell grant, with or without your permission. Other non-institutional charges, such as books, fines, or other charges on your account cannot be paid without your authorization. By signing the statement on the front of this form, you authorize the use of Federal Title IV and state aid to pay for all expenses to include, but not limited to, fines, book charges, CCC's Student Loan Fund, or other charges billed to my account. Students that choose to prevent the use of title IV or state funds paying the above stated noninstitutional charges, must do so in writing and submit this request to the Financial Aid Office.

**Release of Information Authorization:** I authorize the Financial Aid Office at Craven Community College to release any pertinent information, from my financial aid records, to outside agencies such as, but not limited to, Employment Security Commission, the Department of Social Services, Vocational Rehabilitation, scholarship committees and donors, U.S. Department of Education, Department of Veterans Affairs, and any other federal, state, or local agencies as applicable. Students that choose to prevent the release of information to an outside agency, must do so in writing and submit this request to the Financial Aid Office.

**Satisfactory Academic Progress:** I understand that my financial aid award is contingent upon maintaining "satisfactory progress" toward (1) a two-year Associate Degree, or (2) a diploma, or other recognized educational credential, or (3) a transfer program for a four-year school.

I understand that in order to achieve the minimum qualitative standard of the satisfactory progress policy, I must maintain a minimum cumulative GPA of 2.0.

I understand that in order to achieve the minimum quantitative standard of the Satisfactory Academic Progress Policy, I must earn at least 67% (sixty-seven percent) of the total cumulative credit hours attempted. Earned credit hours are those credit hours for classes in which a passing grade is earned. Attempted credit hours are defined for this policy as those classes the student is still enrolled in at the end of the drop/add period, whether the student subsequently withdraws from or fails the class.

I understand that I must complete my program of study in a time frame not to exceed 150% (one hundred-fifty percent) of the published length of the program. This will be measured in credit hours (i.e., if the academic program length requires 60 credit hours, maximum time frame cannot exceed 90 credit hours attempted). I also understand that college preparatory courses are not counted in this total because they do not count towards my program. However, I understand that college preparatory credit hours attempted in excess of 30 total semester credit hours cannot be counted towards my enrollment status for the Federal Pell Grant or towards my cost of attendance for campus-based programs.

I understand that I have the right to appeal a suspension from financial aid if special circumstances led me not to meet the guidelines for satisfactory academic progress.

**IF YOU HAVE ANY QUESTIONS ABOUT THESE REQUIREMENTS,**

**PLEASE CONTACT THE FINANCIAL AID OFFICE.**

**Return this form to:**

**Craven Community College, Financial Aid Office, 800 College Court  
New Bern, NC 28562**