

## Types of Financial Aid

Grants and Scholarship do not need to be repaid. Student loans must be repaid when no longer enrolled in classes.

## Financial Need

Financial need is determined by calculating the Cost of Attendance and subtracting the Expected Family Contribution. The Expected Family Contribution is determined by completing the Free Application for Federal Student Aid (FAFSA).

## FAFSA Application Procedure

Complete the FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). When given the option, please choose “transfer tax information in by using the IRS Data Retrieval Tool.” Using the retrieval tool will help to reduce possible mistakes that may occur when entering the information manually.

Beginning in 2017 students must use tax information from the prior-prior year. The FAFSA completed for the 2017-2018 school year will use the tax information from the 2015 tax return. Since the taxes will already be completed, students will be able to complete the FAFSA as early as October 1st.

The priority deadline to be considered for state financial aid is February 1 of each year.

## Satisfactory Academic Progress

In order to remain eligible to receive financial aid, regulations require students to be making satisfactory academic process. Details about Satisfactory Academic Progress for Financial Aid can be found in the Student Handbook.

**Federal School Code: 030709**

## Verification

The US Department of Education uses a quality control method call “verification” to check the accuracy of the data submitted on the FAFSA. If selected for verification, student will be notified in writing to submit the necessary documentation required to complete the process.

## Withdrawal

If a student withdraws or ceases attending classes after completing 30% of the semester, the student will owe 70% of the funds they received, which will be returned to the government and/or the school. Consult with the Financial Aid Coordinator before withdrawing or stopping to attend classes.

## Loan Policy for All Borrowers

First-time student loan borrowers are required to sign a Master Promissory note and also complete online Entrance Loan Counseling before loan funds will be disbursed. There is a 30-day delay after classes begin for loan disbursement. Be sure to have other funds available to purchase books and supplies.

## Scholarships

Scholarships are available through the Southeast-HEALTH Foundation and Auxiliary. The application deadline is May 31 each year. Application information can be found online at <https://www.sehealth.org/healthcare-professionals/scholarship-opportunities>. Additional scholarship opportunities may be found on the College Website.

For Financial Aid questions please contact:  
Mrs. Margie Schwent, Financial Aid Coordinator  
[mschwent@sehcollege.edu](mailto:mschwent@sehcollege.edu)  
573-334-6825 extension 2224

08/03/2016



Enrollment is not complete unless payment in full is received or payment arrangement have been made.

There is a one-time \$200 seat retainer (deposit) for first-year students accepted into any program.

## Payment Options

- Payment in full by cash, check, money order, debit or credit card (Visa, MasterCard, Discover) in the College Business Office
- Payment in full via telephone to the College Business Office 573-334-6825 extension 2225 through a debit card or credit card
- Payment in full by Financial Aid (Scholarships, Grants, Student Loans, etc.)

## Fee Schedule

A complete Fee Schedule is available on the College website.

## Privacy Act

Please be aware that the Federal Educational Rights and Privacy Act (FERPA) limits what the Business and Financial Aid Office representatives are allowed to discuss with parents and spouses. Representatives may explain and discuss normal policies and procedures. Representatives cannot, however, answer more specific questions regarding student information. Students may sign a release form allowing information to be released to a third party including parents and spouses. Students must initiate this process.

## Refund Policy

Based on the withdrawal/dropped class effective date the following refund schedules apply:

<b>8-week Classes</b>	<b>% refunded</b>
Through the 1st day of term	100%
Through the 2nd day of term	90%
Remainder of 1st week	70%
Second Week	50%
After 2nd week	0%

  

<b>16-week Classes</b>	<b>% refunded</b>
Through the 1st 2 days of term	100%
Remainder of 1st week	90%
Second Week	70%
Third Week	50%
After 3rd week	0%

If a student receives a scholarship, grant, or loan monies through Southeast Missouri Hospital College of Nursing and Health Sciences, any refund is applied toward payment. Note: The refund policy is subject to change without notice.

A correctly executed withdrawal form is mandatory. Consult your program director before you withdraw or stop attending classes.

## Credit Balances

If a student has more aid than the cost of attendance (credit balance), a check will be issued to the student within two weeks following fall and spring disbursements.

For Business Offices questions please contact:  
Mrs. Deanna Sells, Business Officer  
dsells@sehcollege.edu  
573-334-6825 extension 2225

11/03/2016

