Tuition and Fees

Full-time students: 12 credit hours or equivalent per semester

- Tuition, New York State residents: $1,900.00 per semester
- Tuition, non-residents: $3,800.00 per semester
- Health Fee: $5.00 per semester
- Mandatory non-refundable, accident fee: $3.00 Fall semester, $5.00 Spring semester, $3.00 Summer semester

Part-time students: Fewer than 12 credit hours or equivalent per semester

- Tuition, New York State residents: $159.00 per credit hour
- Tuition, non-residents: $318.00 per credit hour
- Health Fee 6 or more credit hours or equivalent: $102.00 per semester
- Health Fee 5 - 8 credit hours or equivalent: $51.00 per semester
- Health Fee 1 - 4 credit hours or equivalent: $32.50 per semester

Student Life Fee (Fall and Spring)

Non-Matriculated
- 12 credit hours or equivalent: $117.75 per semester
- 9 - 11 credit hours or equivalent: $99.75 per semester
- 5 - 8 credit hours or equivalent: $48.75 per semester
- 1 - 4 credit hours or equivalent: $30.25 per semester

Matriculated
- 12 credit hours or equivalent: $117.75 per semester
- 9 - 11 credit hours or equivalent: $102.00 per semester
- 5 - 8 credit hours or equivalent: $51.00 per semester
- 1 - 4 credit hours or equivalent: $32.50 per semester

Deferred Payment Fee: $20.00 - $50.00

Other Fees

- Re-registration Fee: $25.00
- Laboratory/Service Fees: $15.00 - $405.00
- Enrollment Records Fee: $8.00
- Returned Check Fee: $20.00
- Deferred Payment Fee: $20.00 - $50.00
- Late Registration Fee: $25.00

Health Insurance Fee: Required of all international students holding non-immigrant visas, (including repatriation and emergency evacuation coverage) and all students without coverage in clinical courses related to nursing, dental studies and clinical lab technician programs. Annual $1,679.00
- Fall: $770.00
- Spring: $910.00
- Summer: $280.00

Online Course Fee: $16/credit hour

Parking Fees: $18/credit hour
- Fall/Spring: $75.00 per term
- Summer: $50.00

GreenSaver Rideshare: $50.00

Technology Fee (per applicable session)

- 12 or more credit hours or equivalent: $175.00
- 9-11 credit hours or equivalent: $118.00
- 5-8 credit hours or equivalent: $59.00
- 1-4 credit hours or equivalent: $30.00

Off-Peak and Dual Credit

Tuition for off-peak classes is $106.00 per credit hour. These classes are listed under “Sunrise Semester”. Tuition for high school students taking college credit classes (dual credit classes) at their high schools is $53.00 per credit hour. Please note: both off-peak and dual credit rates apply only to part-time students (students enrolled in less than 12 credit hours). For students who do not qualify for NYS residency as described under “Residency Information”, the tuition rate is doubled.

The fee for Credit-by-Examination is equal to the cost of one credit hour.

Additional insurance fees may be required by some programs.

Residence Hall Charges

- Singles:
  - Fall/Spring: $6,994 ($3,497/semester)
- Doubles:
  - Fall/Spring: $6,170 ($3,085/semester)

- Intersession: $500/single room, $450/double

- Summer: $550/single room

Cost of housing is subject to change.

Residency Requirements

New York state law requires that all students file proof of residence each academic year. For New York state residents, the proper form should be submitted upon registration. Until you comply with this requirement, you will be billed the non-resident tuition rate (twice the resident rate).

Residents of Monroe County

If you have been a permanent legal resident of New York state for the past year, and a resident of Monroe County for the last six months, complete a Residency Certificate/Affidavit, sign it, and submit it with your registration. Students who have been a permanent resident of Monroe County for at least the previous year need to fill out the Certificate of Residence affidavit and submit it directly to the Student Accounts Office. It does not need to be notarized. The form can be found at www.monroecc.edu/go/studentaccounts.

Residents of Other New York State Counties

If you have been a permanent legal resident of New York State for the past year, but you have lived outside of Monroe County, please:
2. Have your signature notarized.
3. Take or mail the Affidavit to your County Treasurer. The Treasurer will keep the Affidavit and give you a Certificate of Residence.
4. Submit that form with your registration.
5. Certificates must be submitted to the college within the first 30 days of the semester. Failure to meet these deadlines will result in double tuition charges.
6. Certificates of Residence CANNOT be dated more than sixty (60) days prior to the start of the semester.

If you have questions about obtaining the Certificate, call your County Treasurer.
**Non-New York State Residents**

If you have not been a permanent legal resident of New York State for the year preceding registration, you must pay non-resident tuition. Non-residents include:

- International students (holding an F-1 Visa)
- Temporary residents (those with short-term job assignments or out-of-state residents attending another local college, for example).
- Any person who is in the United States on a Visa.

Immigrants must have and be able to prove permanent resident status (official INS documentation) as well as residence within New York State (for one year prior to enrollment) to qualify for resident tuition. Providing the College with proof of residency is an important step in your registration process. Please call the Student Accounts Office if you have questions about the proper way to complete this requirement.

**Student Accounts Office**
Brighton Campus - 585.292.2015
Damon City Campus - 585.262.1670

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**MCC Pay Plan**

Monroe Community College is pleased to provide a payment plan for students who do not have resources to pay the bill in full or who may not qualify for sufficient financial aid to cover the entire bill.

**YOU MUST PAY YOUR BILL IN FULL OR ENROLL IN THE PAYMENT PLAN BY THE DUE DATE ON YOUR BILL IN ORDER TO SECURE YOUR REGISTRATION.**

Follow these steps to log in to your student account to view/pay your bill or enroll in the payment plan:

- Go to www.monroecc.edu
- Click on Current Students
- Log in with your username and password
- Click on the MyAccount tab

**Automatic Payment Plan Payment Methods are as follows:**

- Automatic bank payment (ACH)
- Credit/Debit Card

**Cost to Participate**

- $35 nonrefundable enrollment fee

The payment schedule and the appropriate percentages are as follows:

**Payment schedule for students living in the residence halls:**

<table>
<thead>
<tr>
<th>Percent of bill due</th>
<th>Fall Semester Due Date</th>
<th>Spring Semester Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>25%</td>
<td>July 20</td>
<td>December 15</td>
</tr>
<tr>
<td>25%</td>
<td>August 20</td>
<td>January 20</td>
</tr>
<tr>
<td>25%</td>
<td>September 20</td>
<td>February 20</td>
</tr>
<tr>
<td>25%</td>
<td>October 20</td>
<td>March 20</td>
</tr>
</tbody>
</table>

**For all other students:**

<table>
<thead>
<tr>
<th>Percent of bill due</th>
<th>Fall Semester Due Date</th>
<th>Spring Semester Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>20%</td>
<td>July 20</td>
<td>December 15</td>
</tr>
<tr>
<td>20%</td>
<td>August 20</td>
<td>January 20</td>
</tr>
<tr>
<td>20%</td>
<td>September 20</td>
<td>February 20</td>
</tr>
<tr>
<td>20%</td>
<td>October 20</td>
<td>March 20</td>
</tr>
<tr>
<td>20%</td>
<td>November 20</td>
<td>April 20</td>
</tr>
</tbody>
</table>

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**Tuition Refund Schedule**

**Fall and Spring Semesters:**

- Drop before the start of classes: 100% of tuition and refundable fees
- Drop before the end of the first week of classes: 75% of tuition and fees
- Drop before the end of the second week of classes: 50% of tuition and fees
- Drop before the end of the third week of classes: 25% of tuition and fees
- Withdrawal after the end of the third week of classes: no refund

**Summer Sessions:**

- Drop before the start of the semester: 100% of tuition and fees
- Drop before the end of the second day of classes: 90% of tuition and fees
- Withdrawal after the end of the second day of classes: no refund

**Courses which are less than a full semester in duration, either credit or non-credit:**

- Drop before the first class day: 100% of tuition and fees
- Withdrawal as of the first class day: no refund
Monroe Community College participates in Federal Title IV and New York State financial aid programs and has institutional grant/scholarship monies available. Annually, over 12,000 students receive financial aid totaling approximately $100 million dollars. Students who need financial aid to attend MCC should carefully read all of the information in this catalog. The Financial Aid Office is open 8:45 am-4:45pm, Monday-Friday (when the College is open). Students are encouraged to ask questions. You can receive in-person assistance at the Brighton office (Building 6, Room 207), the Damon City Campus (5th Floor), by calling 292-2050, by visiting www.monroecc.edu/go/finaid, or by e-mailing financialaid@monroecc.edu.

How To Find Out About Financial Aid Programs
The MCC Catalog tells you about Federal, New York State and college financial aid that may be available to matriculated students at MCC and how to apply for these programs. Other sources that you can use to research financial aid include:
You can find out about Federal Title IV financial aid programs for which you may be eligible, by calling 1-800-4-Fed-Aid (1-800-433-3243) or on the internet at www.studentaid.ed.gov. New York State residents can also find out about New York State programs by calling 1-888-NYSHESC (1-888-697-4372) or on the internet at www.hesc.com.

Criteria for Appeals
- Death in the student’s immediate family (parent, sibling, offspring, spouse).
- Unforeseen medical incapacitation.
- Military Duty - orders must accompany appeal
The Tuition Refund Committee does NOT, under any circumstances, take phone calls. All appeals MUST be submitted in writing.

PLEASE NOTE: THE COMMITTEE’S DECISIONS ARE FINAL.

Funding Sources
- Scholarships
- Grants
- Loan Programs
- Fellowships
- Work-Study Programs
- Veterans Benefits
- Federal Work Study (FWS)
- New York State Tuition Assistance Program (TAP)
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Parent Loan for Students (FPLS)
- Federal Direct Stafford Loan (FDSL)
- Federal Supplemental Loans for Students (FSL)
Monroe Community College:

MCC offers a number of criteria based scholarships. There is a general financial aid scholarship application and brochure, as well as information on other scholarships available from outside sources. You may contact the Financial Aid Offices at the Brighton or Damon City Campus for further information or go to www.monroecc.edu/go/scholarships

Please Note: Grant and scholarship awards are usually funds you do not have to pay back. The Federal Work-Study program allows you to work on campus and earn money to help pay your school expenses. Loans are money that you borrow and you must repay with interest.

Student Eligibility

To receive consideration for financial aid from the Federal Title IV programs you must:

1. Complete the Free Application for Federal Student Aid (FAFSA) or Renewal Application.
2. Have a high school diploma or General Equivalency Diploma. Effective July 2012 federal regulations no longer allow new students to be eligible under ability to benefit standards. Students who have previously enrolled as Federal Ability to Benefit students prior to July 2012 will be able to continue to be eligible for Federal Title IV Aid.
3. Be accepted for admission into a program of the College approved for Federal financial aid pursuing a degree or certificate (matriculated*). If you graduate from one program, you must admit to a different program in order to be considered matriculated.
4. Be a U.S. Citizen or eligible non-citizen.
5. Have a valid social security number.
6. Sign a statement of Educational Purpose and a certification statement on overpayment and default (found on the FAFSA).
7. Register with Selective Service (males age 18-25) if required to do so by law.
8. Complete all verification and federal reject codes requirements. Students may be selected for verification or clarification of application information. No aid eligibility can be processed until the student provides required information. If provided information varies from the application information, the student’s record may have to be submitted to the Federal Central Processor for corrections before any aid is processed.
9. Maintain satisfactory academic progress in your degree or certificate program to continue receiving funds. See the Title IV satisfactory academic progress section of this catalog.
10. Not be in default on any prior educational loans.
11. Not have borrowed in excess of Federal aggregate loan limits.

*Students must be matriculated in order to receive funding from any financial aid program. Contact MCC’s Admission’s Office for applications and information, 292-2200.

Financial Need

Financial Aid from most of the major federal programs is based on financial need (except for unsubsidized Federal Direct Stafford and PLUS loans). When you apply for federal student aid, using the Free Application for Federal Student Aid (FAFSA) the information you provide is used in a formula established and approved by the U.S. Congress called Federal Methodology (FM). The formula calculates your Expected Family Contribution (EFC). This is the amount that you and your family will be expected to have available to contribute to your education. If your EFC is below an amount set by the federal government, you should be eligible for a Federal Pell Grant, assuming you meet all other eligibility requirements. Your EFC is also used in an equation to determine how much funding you may need to attend school.

Cost of Attendance - EFC = Estimated Financial Need to Attend School

The Financial Aid Office subtracts your EFC from your cost of attendance. You can get further information on the EFC formula by contacting the U.S. Department of Education at 1-800-4FEDAILD, or their internet site at www.studentaid.ed.gov.

Special Conditions

Sometimes a family may have extenuating circumstances that are not reflected on the FAFSA. Examples are a change in income or loss of a job; separation, divorce, or death of a family member, high medical or dental expenses, or other situations.

In such instances a student can request the MCC Financial Aid Office to use professional judgement to re-evaluate their federal aid eligibility. In all cases, students must first file a FAFSA. Once the results are received by MCC, the student can fill out a Special Conditions form and attach required documents.
Cost of Attendance (COA)

This is the amount that the Financial Aid Office estimates it will cost you to attend MCC for one academic year. The COA is calculated based on rules established by the U.S. Congress. The COA includes tuition and fees, allowances for room and board, books, supplies, transportation, loan fees, purchase or lease of a computer, dependent care costs, costs related to disability and miscellaneous expenses. Note that students must supply documentation of computer costs, dependent care costs, and costs related to disability to have these included in the COA. This is required as expenses for these areas do not apply to all students and may vary significantly from student to student. For students who attend less than six semester hours each semester, the COA includes only tuition and fees and an allowance for books, supplies, and transportation. Students with unusual expenses may request an evaluation of their COA by submitting a letter to the Financial Aid Office detailing the circumstances, amount of expenses involved, and providing documentation of the expenses. The COA determines a student’s estimated costs related to attendance at college. It is not intended to reflect full support requirements. Financial Aid provides assistance for educational expenses, not full support. Students should be aware that requests for adjustments to the COA do not, in any way, indicate that there is financial aid available to cover such adjustments.

<table>
<thead>
<tr>
<th></th>
<th>Living with Parents</th>
<th>Not Living with Parents</th>
<th>Residence Halls</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$4400</td>
<td>$4400</td>
<td>$4400</td>
</tr>
<tr>
<td>Books &amp; Supplies</td>
<td>$1200</td>
<td>$1200</td>
<td>$1200</td>
</tr>
<tr>
<td>Living Expenses</td>
<td>$6700</td>
<td>$11200</td>
<td>$11200</td>
</tr>
<tr>
<td>Total</td>
<td>$12300</td>
<td>$16800</td>
<td>$16800</td>
</tr>
</tbody>
</table>

All expenses are estimated and subject to change without notice.
<table>
<thead>
<tr>
<th>Federal Financial Aid Programs **</th>
<th>Who is Eligible?</th>
<th>Eligibility Criteria</th>
<th>Award Amounts *</th>
<th>Application Instructions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Pell Grant</td>
<td>Undergraduate students who are pursuing their first bachelor’s degree and meet federal need criteria. There is a lifetime limit of equivalent of 12 full time semesters effective July 1, 2012.</td>
<td>An expected family contribution that qualifies the student for an award, as determined by a system approved by Congress.</td>
<td>Annual awards may range from $626 to $5,775, depending on the cost of attendance and the amount of money appropriated in the federal budget.</td>
<td>Must file the Free Application for Federal Student Aid. (FAFSA) available on-line at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>.</td>
</tr>
<tr>
<td>Federal Supplemental Educational Opportunity Grant (FSEOG)</td>
<td>Undergraduate students who are pursuing their first bachelor’s degree, and meet federal need criteria.</td>
<td>Students with high financial need. (Normally those who qualify for Federal Pell Grant.)</td>
<td>Awards may range from $100 to $2000 depending on the cost of attendance and the amount of need per student.</td>
<td>Must file the FAFSA.</td>
</tr>
<tr>
<td>Federal Work-Study Program</td>
<td>College students in degree programs with financial need. Most jobs provided through departments on campus.</td>
<td>An expected family contribution that qualifies the student for an award, as determined by a system approved by Congress.</td>
<td>Varies, depending on hours and wage rate. MCC wage scale begins at minimum wage.</td>
<td>Must file the FAFSA. Eligible students will be offered Work Study on their award letters with instructions on how to accept and find a job.</td>
</tr>
<tr>
<td>Federal Direct Loan Program(1) Subsidized</td>
<td>Based on demonstrated need. There is no interest charged while you attend school on at least a half-time basis and for six months afterward (grace period). Interest rate is currently 3.4% but could be lower if Congress authorizes it.</td>
<td>An expected family contribution that qualifies the student for an award, as determined by a system approved by Congress.</td>
<td>Undergraduates limited to $3,500 for first year (0-23 credits), $4,500 for second year (24+ credits); cumulative borrowing limit of $23,000. Independent undergraduates may have additional unsubsidized eligibility of $4,000 for first and second years.</td>
<td>Must file a FAFSA and indicate interest in a student loan on the FAFSA; eligible students will be offered loans in the award letter with instructions to accept and sign a promissory note.</td>
</tr>
<tr>
<td>(2) Unsubsidized</td>
<td>Available to those unable to demonstrate need, but will accumulate interest during periods of enrollment. Current interest rate is 3.4%.</td>
<td>Cost of attendance minus other financial aid.</td>
<td>Undergraduates limited to $3,500 for first year or $4,500 for second year minus subsidized loan. Dependent students can borrow an additional $2,000 annually (cumulative limit of $31,000 minus subsidized). Independent students can borrow an additional $6,000 annually (cumulative limit of $57,500 minus subsidized).</td>
<td>Must file a FAFSA and indicate interest in a student loan on the FAFSA; eligible students will be offered loans in the award letter with instructions to accept and sign a promissory note.</td>
</tr>
<tr>
<td>Federal Direct Parent Loan for Undergraduate Students (PLUS)</td>
<td>Parents of dependent undergraduate students. Interest rate is 7.9%.</td>
<td>Good credit histories.</td>
<td>Student’s total cost of attendance minus financial aid.</td>
<td>Go to <a href="http://www.monroecc.edu/go/finaid/forms">www.monroecc.edu/go/finaid/forms</a> to download a Federal Direct Parent Loan Request Form.</td>
</tr>
</tbody>
</table>
### Federal Financial Aid Programs (continued)

<table>
<thead>
<tr>
<th>Federal Financial Aid Programs **</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Veterans Administration &amp; Montgomery G.I. Bill</td>
<td>Eligible veterans and children of deceased veterans or service-connected disabled veterans.</td>
<td>Contact any regional Veterans Administration Office for information, details and forms or contact MCC’s Veterans Counselor at 292-2294.</td>
<td>Varies.</td>
<td>Contact any regional Veterans Administration Office in your area or call 1-888-838-7697.</td>
</tr>
<tr>
<td>Aid to Native American Indians</td>
<td>U.S. Bureau of Indian Affairs offers grants to needy applicants who are at least 1/4 American Indian, Eskimo or Aleut.</td>
<td>Must meet eligibility requirements.</td>
<td>Awards may vary depending on need and availability of funds.</td>
<td>Applications are available from: U.S. Department of Interior, Bureau of Indian Affairs, Federal Bldg. Room 523, 100 South Clinton Street, Syracuse, New York 13202</td>
</tr>
</tbody>
</table>

** Additional information covering Federal financial aid programs is provided in U.S. Department of Education Student Guide.
### State of New York Financial Aid Programs

<table>
<thead>
<tr>
<th>State of New York Financial Aid Programs</th>
<th>Who is Eligible?</th>
<th>Eligibility Criteria</th>
<th>Award Amounts *</th>
<th>Application Instructions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Assistance Program (TAP)</td>
<td>U.S. citizen or permanent resident and also N.Y. State resident enrolled (matriculated) for 12 credits or more in degree program; cannot be in default on any NYS guaranteed education loan. Part-time students in 6-11 credits who began college in 2006-07 or later, earn at least 12 credits in each of 2 prior semesters; have a 2.0 or higher GPA.; and meet all other TAP eligibility requirements may also be considered.</td>
<td>Undergraduate students who are dependent or independent and married OR have tax dependents: $80,000 NYS net taxable income or less. Single independent with no dependents: $10,000 NYS net taxable income or less. Income adjusted for number of family members in full-time college attendance.</td>
<td>TAP awards based on NYS net taxable income. Awards for first-time recipients range from $500 to full MCC tuition per year for dependent undergraduates or independent students with dependents. Single independent students’ (without dependents) awards range from $500 - full MCC tuition</td>
<td>In addition to the FAFSA, you must file a N.Y. State TAP application. The TAP application can be filed on-line from a link on the on-line FAFSA confirmation page, or by going to <a href="http://www.tapweb.org">www.tapweb.org</a> after the FAFSA is processed. If you do not have an e-mail address HESC will mail you the Tap Application.</td>
</tr>
<tr>
<td>Aid for Part Time Study Program (APTS)</td>
<td>U.S. citizen or permanent resident and also NYS resident enrolled (matriculated) for 3-11 credits in a degree program; can not be in default on any NYS guaranteed education loan. Students who are dependent or independent and have tax dependents other than a spouse: $50,550 NYS net taxable income or less. Single or married independents with no dependents: $34,250 NYS net taxable income or less.</td>
<td>APTS awards based on NYS net taxable income and the number of credits registered for. Award amounts range from $100 to $500 per semester based on the amount of APTS funds available.</td>
<td>Applications are available at the Financial Aid Office, or at the financial aid website at <a href="http://www.monroecc.edu/go/finaid/forms">www.monroecc.edu/go/finaid/forms</a></td>
<td></td>
</tr>
<tr>
<td>Regents Award for Child of Veterans (CV) and Child of Correction Officer Awards (CO)</td>
<td>Children of veterans who are deceased, disabled or missing in action as a result of service during World War I, World War II, Korean Conflict or Vietnam (CV) or who died as a result of injuries sustained in line of duty (CO).</td>
<td>Must meet eligibility requirements. Contact your local Division of Veterans Affairs for information or call 1-800-635-6534 (N.Y. State Div. of Veteran Affairs).</td>
<td>$450 per year, for up to five years, depending on the normal length of the program.</td>
<td>Same as TAP above. In addition, file the CV or CO Award Supplement available on request from NYSHEC: 518-473-7087.</td>
</tr>
<tr>
<td>Memorial Scholarships for Children and Spouses of Deceased Police Officers and Firefighters World Trade Center Memorial Scholarship and New York State Flight 3407 Memorial Scholarship</td>
<td>Child or spouse of person who died in service. Child, spouse, and financial dependents of victims who died or were severely and permanently disabled or survivors who were severely and permanently disabled. Must meet eligibility requirements. Must submit documentation supporting eligibility as noted in special supplement.</td>
<td>Award amounts are based on tuition and non-tuition costs of attendance. In combination with certain other state and federal grants, may equal the average cost of attendance at the State University of N.Y.</td>
<td>Same as TAP above. In addition, file the appropriate award supplement, available on request from NYSHEC: 518-473-7087.</td>
<td></td>
</tr>
<tr>
<td>State of New York Financial Aid Programs</td>
<td>Who is Eligible?</td>
<td>Eligibility Criteria</td>
<td>Award Amounts *</td>
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</tr>
<tr>
<td>-----------------------------------------</td>
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</tr>
<tr>
<td>Aid to Native Americans</td>
<td>Member on the official tribal roll of a N.Y. State tribe or child of a member.</td>
<td>Must provide documentation.</td>
<td>Up to $875 per year for a maximum of four years or five years in certain programs.</td>
<td>Contact: Native American Indian Education Unit, N. Y. State Education Dept. Education Building Annex, Rm. 374, Albany, NY 12234, 518-474-0537.</td>
</tr>
<tr>
<td>Veterans Tuition Awards</td>
<td>Recipients must meet New York residency requirements and have served in the armed forces during specified periods of hostility.</td>
<td>Students complete all eligibility requirements including filing for TAP and Pell grants</td>
<td>Awards are up to full tuition.</td>
<td>Same as TAP above. In addition, file the Veterans Tuition Award Supplement to establish eligibility. Call NYSHESC at 518-473-7087 for information.</td>
</tr>
</tbody>
</table>
Monroe Community College Financial Aid Programs

MCC offers several scholarships through the Financial Aid Office and various academic departments. Annually, nearly 800 students receive MCC scholarships totaling approximately $1,000,000.

Students who wish to be considered for scholarships available through the Financial Aid Office must file a FAFSA and MCC Scholarship Application. Scholarship awards are usually made in the late Spring, depending on eligibility requirements and the amount of funds available.

Students must be matriculated to be considered for any scholarship funds available. Most scholarships are awarded for one year. Students must apply each year for consideration for a scholarship. Scholarship programs may be added or discontinued without notice.

For a complete list of all the scholarships available at Monroe Community College, and an application and brochure, contact the Financial Aid Office or www.monroecc.edu/go/scholarships.

Satisfactory Academic Progress For Federal Title IV Financial Aid Programs

Students who wish to receive funding from the Federal Title IV financial aid programs must maintain satisfactory academic progress toward their degree or certificate program. Students who fail to maintain satisfactory academic progress will lose their eligibility for Federal Title IV funds. Please carefully read all of the following information. Any questions should be directed to the Financial Aid Office. You are responsible for registering for and completing your courses in accordance with the following criteria.

Students will be evaluated at the end of each Spring semester for Federal Title IV satisfactory academic progress. The evaluation will include any courses attempted during the preceding Summer, Fall, Intersession, and Spring semesters (in that order). For example, at the end of Spring, students will be evaluated for courses attempted during the previous Summer, Fall, Intersession, and Spring.

Evaluation of academic eligibility for Federal Title IV funds includes qualitative and quantitative components:

1. **Qualitative Component**: Students must maintain certain Grade Point Average requirements in order to continue federal financial aid eligibility. These standards are consistent with the college’s standards for academic suspension. Program changes will not assist the student in raising the GPA for Title IV purposes. See Chart #1 which details the GPA information. No students on academic suspension are eligible for financial aid. The grades received in non-credit remedial courses are not counted in this calculation.

2. **Quantitative Component**: The quantitative component consists of two elements:

   A. **Earned Credits**: Students must complete with a passing grade (D- or better) a certain percentage of their semester hours which they attempt during the academic year (Summer, Fall, Intersession, and Spring). See Chart #1 which details the number of semester hours that must be completed with passing grades in comparison to the number of semester hours attempted. Each year students must successfully complete 2/3 of attempted hours, including non-credit remedial courses.

   B. **Maximum Time Frame**: Students may attempt semester hours equal to 150% of the published time frame for the program in which the student is enrolled at the time of evaluation. Please see Chart #2. The calculation is based on the published required number of semester hours for the program, as it appears in this catalog. For example, if the program requires 60 semester hours to complete, the student may attempt 90 hours in this program. When the student’s attempted hours are equal to or exceed 150% of the published length of the student’s current program (see Programs of Study), the student is no longer eligible for Federal Title IV financial aid.

### Federal Satisfactory Academic Progress Chart - GPA

<table>
<thead>
<tr>
<th>CUMULATIVE EARNED HOURS</th>
<th>% EARNED ANNUAL</th>
<th>GRADE POINT AVERAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 12</td>
<td>66.6%</td>
<td>1.50</td>
</tr>
<tr>
<td>13 - 23</td>
<td>66.6%</td>
<td>1.75</td>
</tr>
<tr>
<td>24 - 44</td>
<td>66.6%</td>
<td>1.80</td>
</tr>
<tr>
<td>45 or more</td>
<td>66.6%</td>
<td>2.00</td>
</tr>
</tbody>
</table>
Revised courses: If a student repeats a course in which a passing (D- or better) grade was earned in a prior semester, the repeated course will not be counted in the total completed semester hours. It will always be counted in the total attempted semester hours. A repeated course generally does not count toward full-time status unless the prior grade was not passing or designated as an allowable repeat.

Incomplete Grades (I): Incomplete grades in any class will not be counted toward completed semester hours. They will always be counted as attempted semester hours. If the incomplete is changed to a letter grade, it will be counted toward completed hours. In the case of a D- or better grade, it will be counted toward completed semester hours. Unless the student is responsible for notifying the Financial Aid Office that the incomplete is changed and requesting a re-evaluation of Title IV eligibility.

Withdrawals: Withdrawals (W’s, WI’s) will not be counted as completed semester hours. They will always be counted as attempted semester hours.

Chart 2
Federal Maximum Attempted Hours Chart

<table>
<thead>
<tr>
<th>Program Length</th>
<th>Maximum Hrs. Which Can Be Attempted</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>45</td>
</tr>
<tr>
<td>31</td>
<td>46</td>
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<td>32</td>
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<td>90</td>
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<td>61</td>
<td>91</td>
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<tr>
<td>62</td>
<td>93</td>
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<tr>
<td>64</td>
<td>96</td>
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<tr>
<td>65</td>
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<td>66</td>
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<td>76</td>
<td>114</td>
</tr>
<tr>
<td>77</td>
<td>115</td>
</tr>
<tr>
<td>80</td>
<td>120</td>
</tr>
</tbody>
</table>

Good Academic Standing For New York State Financial Aid Programs

Students who wish to receive funding from the New York State financial aid programs must maintain good academic standing. Good academic standing consists of Pursuit of Program (POP), which the New York State Education Department defines as receiving a passing or failing grade in a certain percentage of a full-time course load. Passing grades are grades of D- or better. A failing grade is an “F.” Grades of “W,” “I,” and “WI” are not passing or failing grades. The percentage increases for each year of attendance. See the TAP Eligibility Charts for details.

The second element of good academic standing is Satisfactory Academic Progress (SAP). SAP is the number of credits the student earned toward their certificate or degree at the end of each semester, and the cumulative grade point average. Transitional studies courses that students may be required to take do not count toward SAP requirements. See the TAP Eligibility Charts for more information.
for details. There are 2 TAP charts, one for remedial and one for non-remedial students. Students will be evaluated for POP and SAP at the end of each semester. Students who fail to meet either POP or SAP standards will lose eligibility for New York state financial aid programs at MCC for the next calendar year. Students who have received the equivalent of six full-time New York State TAP awards will no longer be eligible for TAP at a community college. Program changes will not assist students in regaining eligibility for SAP and GPA requirements in the first semester of the new program.

C Average Requirement: Students who, in prior terms, have received the equivalent of two or more full years of state funded student financial aid payments (have accumulated 24 or more payment points in prior terms) must have a cumulative “C” (2.0) GPA to be eligible for continued state financial aid. Students subject to the “C” average requirement must meet this in addition to POP and SAP requirements. State financial aid programs subject to this requirement include all general and academic performance awards.

Non-Credit Transitional Studies Courses: Students who are required to take non-credit transitional studies courses must be aware of the following:
1. Non-credit transitional studies courses do not count toward completion of SAP requirements.
2. To meet the full-time or part-time requirements for each semester’s attendance, students in non-credit transitional studies courses must include in their registration a minimum of 3 credit bearing hours the first semester and a minimum of 6 credit bearing hours in each following semesters. The total number of semester hours (non-credit and credit) must be at least 12 or more for TAP, and 3 to 11 semester hours for Aid for Part-Time Study.

Full-Time Enrollment: The NYS Education Department defines full-time status for TAP certification as a student who is enrolled and attending at least 12 credits that lead toward their degree or certificate (with the remedial combination noted above) in a semester that is at least 15 weeks in length.

Repeat Courses: When a student has earned a passing grade (D- or better) in a course, it generally cannot be included in the calculation of full or part-time status if the student takes the course again. For State financial aid purposes, courses cannot be repeated to raise the GPA or to get a better grasp of the subject matter. Four exceptions to this ruling are:
1. When a grade received is passing but is not acceptable in the degree or certificate program in which the student is matriculated. For example, the student’s program requires that the student get a C or better in ABC100 to be graduated, but the student earns a D in ABC100. The student could repeat ABC100 to earn a better grade. The program description in this Catalog & Student Handbook (Programs of Study) must stipulate this for the repeated course to be eligible for financial aid.
2. When a grade received is passing but is not acceptable for the student to move on to the next course in the sequence. For example, ABC101 requires that a student get a C or better in ABC100 in order to take ABC101. The student gets a C- in ABC100 and, therefore, would not be able to take ABC101. Therefore, the student can repeat ABC100 to earn a better grade. The course description in this Catalog & Student Handbook (Course Descriptions) must stipulate this for the repeated course to be eligible for financial aid.
3. When a student must take and pass a course and an associated course concurrently and a passing grade is received in only one of the courses. For example, ABC200 requires that the student concurrently take ABC201. The student earns an A in ABC200 but an F in ABC201. The student must repeat both courses and pass both courses concurrently to receive credit toward the degree or certificate. The student can repeat both courses in order to receive credit toward the degree or certificate. The course descriptions in this Catalog & Student Handbook must stipulate this for the repeated courses to be eligible for financial aid.

TAP ELIGIBILITY CHART 1

<table>
<thead>
<tr>
<th>BEFORE BEING CERTIFIED FOR THIS PAYMENT</th>
<th>6 Paypoints FIRST</th>
<th>12 Paypoints SECOND</th>
<th>18 Paypoints THIRD</th>
<th>24 Paypoints FOURTH</th>
<th>30 Paypoints FIFTH</th>
<th>36 Paypoints SIXTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>A STUDENT MUST HAVE COMPLETED THIS MANY CREDITS LAST SEMESTER WITH GRADES OF A,B,C,D,F (POP)</td>
<td>0</td>
<td>6</td>
<td>6</td>
<td>9</td>
<td>9</td>
<td>12</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A STUDENT MUST HAVE ACCRUED THIS MANY CREDITS TOWARD SATISFACTORY ACADEMIC PROGRESS (SAP)</td>
<td>0</td>
<td>6</td>
<td>15</td>
<td>27</td>
<td>39</td>
<td>51</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A STUDENT MUST HAVE EARNED THIS GRADE POINT AVERAGE (GPA)</td>
<td>0</td>
<td>1.3</td>
<td>1.5</td>
<td>1.8</td>
<td>2.0</td>
<td>2.0</td>
</tr>
</tbody>
</table>

This chart is for all students defined as non-remedial students by N.Y. State or received their first TAP award Fall 2010 or later.
4. When a course may be repeated and credit earned toward the degree or certificate each time it is taken. For example, as with physical education courses.

Reinstatement of Eligibility for New York State Programs: Students who fail to achieve good academic standing for state programs have several options for reinstatement of eligibility.

First, the student may attempt to make up their academic deficiencies by taking courses without the benefit of New York State aid. If successful, the student could have their aid reinstated for a future semester.

Second, the student can sit out from school for at least one calendar year. Upon returning to school, the student could be eligible in their first term for state financial aid. However, if the student has already utilized the equivalent of four TAP payments, 24 paypoints and has less than a 2.0 GPA, sitting out one year will not reinstate eligibility.

Third, the student can request a one time Waiver of Good Academic Standing for POP and/or SAP.

Waiver of Good Academic Standing for POP and/or SAP: Students who fail to achieve good academic standing during a semester may apply for a waiver of good academic standing for the next semester. For New York state programs, students may be granted only one waiver as an undergraduate student. Waiver applications and information are available in the Financial Aid Office. Waivers will be considered only for extraordinary circumstances. Extraordinary circumstances include the death of a parent, child or spouse; injury or severe illness of the student, student’s spouse, parents or children; or other special circumstances. The student will have to provide proof of the circumstance and document that the situation is either under control or will not occur again.

Waiver of C Average Requirement for New York State Programs: Students who fail to achieve a cumulative GPA of 2.0 or better at the end of a semester (beginning 24th paypoint) may apply for a waiver for the next semester. Waivers will be considered as noted in the above section. Program changes will not assist students in making the C average requirement for the first semester in a new program.

Academic Suspension
Students placed on academic suspension at the end of a semester are not eligible for federal or state financial aid for the next semester. Future eligibility is based on satisfactory progress standards for federal and state programs.

Attendance and Registered Classes
You must be a registered student to be eligible for financial aid in any semester. The Financial Aid Office considers a registered student as one who is actively engaged in the requirements for their courses, including class attendance. Any changes to the number of credit hours for which you are registered can impact financial aid eligibility for that semester and future semesters. Changes in registered courses may be student initiated by a withdrawal or drop, or can be instructor initiated due to lack of class attendance. The student is responsible for maintaining themselves as registered students for financial aid purposes.

### TAP Eligibility Chart 2

<table>
<thead>
<tr>
<th>BEFORE BEING CERTIFIED FOR THIS PAYMENT</th>
<th>6 Paypoints FIRST</th>
<th>12 Paypoints SECOND</th>
<th>18 Paypoints THIRD</th>
<th>24 Paypoints FOURTH</th>
<th>30 Paypoints FIFTH</th>
<th>36 Paypoints SIXTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>A STUDENT MUST HAVE COMPLETED THIS MANY CREDITS LAST SEMESTER WITH GRADERS OF A,B,C,D,F (POP)</td>
<td>0</td>
<td>6</td>
<td>6</td>
<td>9</td>
<td>9</td>
<td>12</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A STUDENT MUST HAVE ACCRUED THIS MANY CREDITS TOWARD SATISFACTORY ACADEMIC PROGRESS (SAP)</td>
<td>0</td>
<td>3</td>
<td>9</td>
<td>18</td>
<td>30</td>
<td>45</td>
</tr>
<tr>
<td>and</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A STUDENT MUST HAVE EARNED THIS GRADE POINT AVERAGE (GPA)</td>
<td>0</td>
<td>.5</td>
<td>.75</td>
<td>1.3</td>
<td>2.0</td>
<td>2.0</td>
</tr>
</tbody>
</table>

This chart is for all students defined as remedial students by N.Y. State or who first had a TAP award prior to Fall 2010.
Method and Frequency of Disbursement

Financial aid is credited to eligible student accounts through the computer system that links financial aid to the student’s account in the Student Accounts Office. Eligible student accounts are credited by the Financial Aid Office on an on-going basis after attendance in classes has been verified after the drop/add period ends. If your tuition and fee bill is completely paid and you have a credit balance, you will be issued a refund by mail or through EFT. The Student Accounts Office normally sends refund checks on a bi-weekly basis, or EFT semi-weekly, no sooner than the fifth week of classes. Students are expected to pay for their indirect educational related expenses with their own funds until refunds are distributed.

William D. Ford Federal Direct Student (Subsidized and Unsubsidized) loan proceeds will be disbursed in two or more equal installments, (i.e. one in fall, one in spring) after the drop/add period ends each semester. Federal regulations require that the first disbursement of Direct Subsidized and Unsubsidized Stafford loans be held for 30 days after the beginning of the loan period for all first year, first-time borrowers at MCC. All students must be registered and in attendance in at least 6 credits when the loan funds are disbursed. If not, the loan is canceled.

William D. Ford Parent Loans for Undergraduate Students (PLUS) will be disbursed to the student’s account. Credit balances will be disbursed to either the student or parent directly. The Financial Aid Office will send the student a selection form.

Federal Return of Federal Title IV Funds Policy

The Financial Aid Office recalculates federal financial aid* eligibility for any student who completely withdraws, stops attending classes, or is dismissed during the semester, prior to 60% of the semester being completed. Recalculation is based on the percent of earned federal financial aid using the following formula:

\[
\% \text{ earned} = \frac{\text{number of days completed up to the withdrawal date**}}{\text{total days in the semester}}
\]

Federal financial aid is returned to the federal government based on the percent of unearned aid using the following formula:

\[
\text{aid to be returned} = \text{amount of Federal Title IV Aid disbursed minus Federal Title IV aid earned}
\]

When federal financial aid is returned, the student may owe money to MCC and may also owe funds to the federal government. Students should contact the Student Accounts office regarding any money owed to MCC.

*Federal financial aid for this calculation at MCC includes Federal Pell Grant, FSEOG, Federal Direct Student Loans and Federal Plus Loans.

**Withdrawal date is defined as the actual date the student began the withdrawal process (Please see the MCC catalog for official withdrawal procedure), the student’s last date of recorded attendance or the midpoint of the semester for a student who leaves without notifying MCC.
For students who receive all F’s or a combination of F’s and W’s, the Financial Aid Office will confirm the last date a student attended and will return funds if the last date of attendance is prior to the 60% point of the semester. The return of funds in this case would occur after the semester is over and students will be notified via e-mail if they have had a recalculation performed, and if so, will be billed by the Student Accounts Office.

Federal regulations require that MCC make available to prospective and current students statistics that reflect graduation, completion rates, financial aid, and educational costs for students who have attended the College over a period of time. This information is available on the MCC website under prospective students section and www.monroec.edu/depts/research/consumer/htm..