

# Financial Aid Handbook 2024-25

*Kankakee Community College*





## Introduction

The process of receiving financial aid is a united effort among the student, the Office of Financial Aid and those who award the aid. Kankakee Community College (KCC) is concerned for your financial circumstances while pursuing an education. We will make our best effort to assist you in having the most prudent plan. We encourage you to arrange for an appointment to discuss your needs, plans and finances. While our staff will do everything they can to assist you, it is important for you to:

- File all applications as early as possible.
- Make sure you meet eligibility requirements.
- Maintain satisfactory academic progress toward your degree.
- Respond quickly to all requests for information.

The information in this handbook is subject to change based on KCC school policy and/or state and federal regulations.

### Acronyms used in this handbook and their meanings

COA	– Cost of Attendance in college
ED	– The United States Department of Education
FAFSA	– The Free Application for Federal Student Aid
FSA	– Federal Student Aid
FSS	– FAFSA Submission Summary
FWS	– Federal Work Study
GED	– The General Educational Development certificate
GPA	– Grade Point Average
ISAC	– The Illinois Student Assistance Commission
KCC	– Kankakee Community College
MAP	– The Monetary Award Program Grant
OFA	– Other Financial Assistance
SAI	– Student Aid Index
SEOG	– Supplemental Educational Opportunity Grant

## Office of Financial Aid - Hours and Contact

- Phone: 815-802-8550
- Web: [www.kcc.edu/financialaid](http://www.kcc.edu/financialaid)
- Fax: 815-802-8551

Monday - Friday, 8 a.m. - 5 p.m.

Open later during peak registration. See Academic Calendar.

The office is closed most Fridays in May, June and July.

To make an appointment or for general information call 815-802-8550.

### Other helpful phone numbers and websites

- KCC Accounting Office: 815-802-8140
- KCC Office of Admissions and Registration: 815-802-8520
- For general information about Federal Student Financial Assistance Programs, to obtain federal student aid publications, manage your FSA ID or to add a school to your FAFSA, call or visit 800-433-3243 or [www.studentaid.gov](http://www.studentaid.gov)
- FSA ID Username or password issues: 1-800-4-FED-AID (1-800-433-3243)
- Free Application for Federal Student Aid: [studentaid.gov/fafsa](http://studentaid.gov/fafsa)
- Illinois Student Assistance Commission (ISAC) programs phone: 800-899-4722 or [www.isac.org](http://www.isac.org)
- General information about 529 Prepaid Tuition Plan: [www.collegeillinois.org](http://www.collegeillinois.org)



**One-Stop  
Financial Aid Info**  
Log in to [my.kcc.edu](http://my.kcc.edu)

Under College Applications  
choose Self-Service >  
Financial Aid

**Access  
24/7/365!  
That's all the time!**

- **FAFSA status** • **Next steps/process**
- **Forms, links & downloads**
- **Awards info** • **Financial aid handbook**

**KCC costs:** As of July 1, 2024, the following budgets can be used by full-time students enrolled in 12 semester hours each semester. In-district tuition is currently \$155 per credit hour and fees are \$19 per credit hour. These budgets are for nine months or two full-time semesters.

<b>KCC cost of attendance chart</b>	<b>Dependent or independent student living with parents</b>	<b>Dependent or independent student not living with parents</b>
Tuition and fees	\$4,176	\$4,176
Books and supplies	\$1,464	\$1,464
Transportation	\$1,920	\$1,920
Housing and food	\$4,992	\$9,984
Personal and misc.	\$1,248	\$2,496
Dependent care	*Option available upon request to include this component in your cost of attendance based on the ages and number of dependents you have in dependent care	
<b>TOTAL</b>	<b>\$13,800</b>	<b>\$20,040</b>

## Financial aid eligibility

To receive Title IV (federal aid including grants, loans and work study) and related financial aid, you must be a high school graduate or have a GED certificate. Documentation of high school graduation or GED completion must be in your academic file to be eligible to receive financial aid. Home schooled students should check with the Office of Admissions and Registration to determine how to meet this requirement.

### In addition, every student must ...

- have a valid Social Security number.
- be a U.S. citizen or eligible non-citizen.
- attend all classes for which they have enrolled. Students must attend within the first 10% of the class length. For online classes, students must submit an assignment within the first 10% of the class length.
- be working toward a degree or certificate in an eligible program.
- be making satisfactory academic progress.
- not owe a refund on a federal grant or be in default on a federal educational loan.
- have financial need (except for Federal Unsubsidized Stafford Loans, Parent PLUS Loans, and KCC regular student employment).

### Other items to note:

- Less-than-half-time students may not be eligible for the Federal Pell Grant and the Illinois Student Assistance Commission Monetary Award Program (MAP) Grant.
- If you have a bachelor's degree, you may only be eligible for federal work study or Federal Unsubsidized Stafford Loans.
- If you attend two schools in the same enrollment period, you must inform both schools' financial aid offices. You can only receive federal and state assistance from the school where you will receive your degree/certificate.

## Special circumstances

Financial aid awards are generally based on you and/or your parents' income from 2 years prior. If the family has an extenuating set of circumstances that warrant special attention, the federal and state governments and KCC allow the Office of Financial Aid to use "professional judgment" in making adjustments that adequately reflect the family's ability to support your educational expenses. An example is that one parent had income from a job during the year reported on the FAFSA, but lost his/her job in the following year.

The minimum general guidelines to be applied in each case are:

- The family circumstances must be documented. Required documentation will be determined on a case-by-case basis.
- The college cannot make across-the-board professional judgments for entire groups of people with similar circumstances (such as all employees laid off by a particular employer). Professional judgment must be on a case-by-case basis.
- The adjustment that can be made is to use the income for the current year instead of the income for the preceding year. If a projection is used, copies of the current year tax return will be required when they are available and may impact eligibility.

## Applying for financial aid

1. Complete all admissions requirements for your program of study as specified in the KCC catalog "Code of Campus Affairs and Regulations – Section 2.0," submit official high school or GED transcripts, and be admitted to an eligible program of study.
2. Make sure that your current mailing address is on file at KCC. This address is maintained by the Office of Admissions and Registration at KCC.
3. Submit a FAFSA to apply for federal and need-based state assistance. Complete and submit the FAFSA ([studentaid.gov](http://studentaid.gov)) as soon as possible after Oct. 1.

An FSA ID is required for each person required to sign the FAFSA (Dependent Student – the student and one or both parents; Independent Student – the student and spouse if applicable). An FSA ID may be requested during the completion of the online FAFSA or at [studentaid.gov/fsa-id](http://studentaid.gov/fsa-id).

Access to the internet is available at several KCC locations. Inquire at the Office of Financial Aid.

Review the Financial Aid Calendar on the back cover for priority dates for the upcoming award year.

4. Within two weeks from your filing date, the processing center will provide a FAFSA Submission Summary (FSS). Check the FSS for errors. If the information is correct, retain the FSS for your records. If there is incorrect information, make the necessary corrections online.
5. When the results of the FAFSA application are received by the Office of Financial Aid, a welcome letter and email will be sent to you.
  - a. Student files not selected for verification will be processed by staff. Other information may be requested by the Office of Financial Aid.
  - b. If you are selected by the federal processor for a process called verification, you must complete a verification worksheet and submit all documentation requested.

Documentation for state residency and independent student status also may be required. Other information may be requested by the Office of Financial Aid.

Required items can be found on Financial Aid Self-Service. Your financial aid award will be delayed if you fail to respond to requests for documentation or do not respond to all questions on the form(s) in a timely manner. When all requested documents have been returned, the Office of Financial Aid will process your file. If there are no errors or corrections necessary, an email will be sent when your awards are ready to view.

6. Whether you are selected for verification or not, you need to review the offer letter on Financial Aid Self-Service.

(Continued on next page)

7. If the total on the offer letter plus your resources (and parent's resources if applicable) are insufficient to cover your educational costs, you may request a Federal Stafford Student Loan or a parent may request a Direct PLUS Loan. Loan policy and application forms are available at the Office of Financial Aid.
8. Refund checks are not disbursed until after the semester/term begins. Please plan accordingly.

## Avoid delays in processing your application for financial assistance

### Pay particular attention to the following points:

- Ensure the Office of Admissions and Registration has your current address. This way the Office of Financial Aid will send correspondence to an address where you will receive it.
- Check your KCC student email account frequently. All communication after your welcome letter will be sent by email.
- Ensure that you have completed all admission requirements and have received a letter of acceptance into an eligible program at KCC.
- Select and be admitted to an eligible program; one that leads to an associate degree or an advanced certificate and requires at least 16 semester hours.
- Submit official high school or GED transcripts.
- Return all forms within two weeks of receiving your letter to optimize processing.
- Respond to every item on each form. For dollar amounts, provide the amount. If you did not have an amount to report, answer \$0. If a non-dollar item is not applicable, answer N/A.
- Report only whole dollars. If the actual amount is 50 cents or more, round up to the next dollar; if less than 50 cents, round down.
- Provide all documentation as requested by the Office of Financial Aid. Photocopies of tax returns, marriage license, birth certificates, etc., may need to be provided.
- Be sure that all signature blocks are completed with the required signatures.
- Read and keep all informational items.
- Several priority dates are listed on the Financial Aid Calendar that will guarantee aid being available for upcoming semesters.

## How aid is calculated

The Office of Financial Aid will receive a FAFSA and then begin the process of determining the aid for which you have eligibility. It begins by determining the federally calculated need (FCN). This is figured by subtracting your Student Aid Index (SAI) from the cost of attendance (COA) at KCC. The SAI is determined when you submit a FAFSA. The COA is determined by KCC on possible charges you may incur while attending. The COA chart is on Page 2.

Pell Grants are considered to be the first source of aid. Packaging FSA funds begins with Pell eligibility. The Department of Education determines Pell eligibility based on your SAI and your financial aid eligible credit hours. MAP and SEOG could be awarded once Pell eligibility has been determined.

In contrast to Pell, other aid must be taken into account when awarding campus-based aid, Stafford or PLUS loans. Other aid that must be considered is "other financial assistance" (OFA). In general, the term other financial assistance, as defined for the campus-based programs, refers to aid from the FSA programs, as well as grants, scholarships, loans and need-based employment that you can reasonably anticipate at the time aid is awarded, whether the assistance is awarded by the school or an individual/organization outside the school.

Other Financial Assistance includes any educational benefits paid because of enrollment in postsecondary education, such as:

- Your Pell Grant eligibility;
- Unsubsidized and subsidized Stafford and PLUS loans;
- Grants, including SEOG, MAP;
- Scholarships, including athletic scholarships and scholarships that require future employment but are given in the current year;
- Waivers of tuition and fees, for example WIOA (Workforce Innovation and Opportunity Act);
- Fellowships or assistantships; and
- Net income from need-based employment.

### Example:

Cost of attendance		\$13,800
Student Aid Index (SAI)	-	3,000
Need		\$10,800
Pell	-	4,395
MAP	-	3,450
Rotary Club Scholarship	-	500
Remaining need		\$2,455
Stafford Subsidized Loan	-	2,455 (Or up to 3,500)
Remaining need		\$0

The example above assumes full-time enrollment for both fall and spring semesters for a dependent student living with parents.



## Financial aid offer letter and enrollment status

After you turn in all required documents and the information provided on the FAFSA has been confirmed, an email will be sent directing you to view your awards and offer letter on Financial Aid Self-Service. Title IV and related awards always appear on the award letter based on full-time attendance. The actual amount of the award you receive is based on your financial aid eligible credit hours. Enrollment status is locked in on the financial aid eligibility date each semester. Please refer to the Financial Aid Calendar for financial aid eligibility dates. Accepted awards are usable for tuition and fee expenses.

## Books, supplies & personal expenses

If the combination of scholarships, grants and loans (if any) exceed the direct cost of tuition and fees, you will be eligible to use excess funds to charge books and supplies in the KCC Bookstore to your student account. There also are other various items you may charge such as bus passes, food cards and background checks. These charges are only allowed during the first few weeks of each semester. Please refer to the Financial Aid Calendar on the back cover and plan accordingly.

## Excess funds and disbursement

If excess funds still remain after all charges have been settled, a refund check will be issued to you. These funds are to cover miscellaneous education expenses. The refund checks are determined at various times during each semester. They are not issued until well into the semester. Please refer to the Financial Aid Calendar on the back cover and plan accordingly.

## Federal methodology formula

The federal methodology formula is mandated by the U.S. Congress and U.S. Department of Education as the way colleges and universities measure a family's ability to contribute toward your educational expenses by assigning an SAI.

The formula can assess the family's "ability" to pay, but it cannot assess the "willingness" to pay. Many families have consumed discretionary funds for purchases such as vehicles, furniture or vacations which make it difficult or impossible to contribute. The federal and state agencies that provide funding believe that the full amount a family is able to contribute should be used first before educational expenses should be subsidized by other taxpayers. While the fairness of the Federal Methodology Formula may be debated, it is required by law that KCC use the results of this formula to determine a student's eligibility for federal Title IV and related assistance.

## Requirements to receive aid

- Title IV and related awards are paid based on your enrollment status (see left), which is influenced by each of the following:
  - Courses must be required - or be a prerequisite for a needed course in your program.
  - Registration for all included courses must be completed prior to the financial aid eligibility date each term.
  - Only college credit courses will be included.
  - The refund/census date class roster, completed by the instructor and recorded by the Records Office, must indicate you have attended the class within the first 10% of the class length; or for online classes, have turned in an assignment within the first 10% of the class length.
  - Only completed courses are included for terms already completed.
  - Courses taken for an "Audit" grade will not be included.
  - Proficiency credit courses will not be included.
- Financial aid will only pay for you to repeat a successfully passed course (A, B, C, D) one time.
- You may receive federal Title IV assistance for a maximum of 30 semester hours of remedial course work. Remedial coursework beyond 30 semester hours of credit cannot be used to determine your enrollment status.
- Refunds issued after the completion of a semester or term will include only completed course work to determine your enrollment status for that semester or term. Any course for which a W grade is issued is not considered a completed course.

## Withdrawals

The last day to withdraw and receive a grade of W instead of a punitive grade is on your registration statement.

A 100 percent tuition refund is available if the withdrawal occurs within the first 10 percent of the course. No refund is given after 10 percent of the course has elapsed. Refer to the refund date on your registration statement.

# Financial Aid Total Withdrawal and Return of Title IV Funds (R2T4) Policy

## How a total withdrawal affects financial aid:

Federal regulations require Title IV financial aid funds to be awarded under the assumption that a student will attend the institution for the entire period in which federal assistance was awarded. When you stop attending all courses for any reason, you may no longer be eligible for the full amount of Title IV funds you were scheduled to receive. The return of funds is based on the premise that you earn financial aid in proportion to the amount of time in which you are enrolled and actively participating. A prorated schedule determines the amount of federal aid funds you will have earned at the time of the withdrawal. If you have not earned enough Title IV aid to cover all institutional charges, or received aid in excess of what you earned, you may end up owing a balance to KCC.

## Types of withdrawals affecting the R2T4 calculation:

**Official:** You officially withdraw from KCC resulting in all course grades of D (Drop) and/or W (withdrawal).

**Unofficial:** You stop attending at some point resulting in all course grades of WX (institutional withdrawal) or F (failure).

**Combination:** Any combination of the above resulting in all course grades of W, WX or F.

## How earned financial aid is calculated:

If you do not complete at least one course during the semester, KCC must determine the percentage of Title IV aid that you earned and, if applicable, return the unearned portion to the appropriate federal aid programs. KCC will determine if you have completed the term by reviewing the last date of attendance or academic activity as reported through instructor attendance reporting. If a student drops all their classes before the refund date, we will perform an R2T4 calculation using the number of days the student attended and disburse the aid earned to the student even though the student will receive a full tuition refund. See calculation equation below. Number of calendar days completed is determined by instructor attendance reporting. Per regulations, KCC must perform this calculation within 30 days of the date we determined that you completely withdrew and must return unearned funds within 45 days of this date of determination. Title IV funds will be returned in this order: Unsubsidized, Subsidized and PLUS loans first, followed by grants, such as Pell and SEOG.

**No. of Calendar Days Completed ÷ No. of Calendar Days in Payment Period = % of Earned Aid**

**100% - % of Earned Aid = % of Unearned Aid**

Example: If you complete 30% of the payment period or semester, you earned 30% of the aid you were originally scheduled to receive. So, 70% of the awards are unearned and must be returned to the federal government. Note: Once 60% of the semester is complete, you are considered to have earned your financial aid and will not be required to return any funds.

If a student ceases attendance (drops or withdraws) in all their Title IV-eligible courses but remains enrolled only in non-Title IV-eligible courses, the student must be considered a withdrawal for Title IV purposes.

A mandatory Pell recalculation will be performed before all R2T4 calculations to determine eligible enrollment status. If a student never attends or receives an F attendance grade for a class, those

credit hours will not count towards the student's enrollment status before an R2T4 calculation is performed.

If the R2T4 calculation results in an amount to be returned that exceeds the school's portion, the student is required to repay some funds (i.e. Outstanding loans are repaid by the student according to the terms of the student's promissory note(s). Title IV Grants funds are repaid if the amount by which the original overpayment exceeds 50% of the total Title IV grant funds disbursed or could have been disbursed to the student for the semester. If the amount is less than \$50.00, the student is not responsible for returning funds to Title IV grant programs).

## Credit balances:

When a student withdraws with an outstanding Title IV credit balance, KCC is first required to perform an R2T4 calculation to determine, among other things, whether adjustments to the credit balance will occur. For this reason, the existing 14-day payment requirement is placed on hold to determine the final amount of any Title IV credit balance. KCC does not need to obtain a student's or parent's authorization to hold a Title IV credit balance that existed prior to the return calculation and goes beyond the original 14-day deadline while it determines the final amount of the credit balance. Any Title IV credit balance will be disbursed as soon as possible and no later than 14 days after the calculation of a R2T4.

## Post-withdrawal disbursement:

If the aid already disbursed is less than the earned aid, you are eligible for a post-withdrawal disbursement. If the disbursement includes loan funds, KCC will request your written authorization to process and award you any loan funds. If you decline or fail to respond to the loan authorization within 30 days, your Direct Loan will not be included as aid that could have been disbursed. Grant funds will be posted directly to your student account within 45 days of the date we determined you withdrew and any accepted loan funds will be disbursed to you within 180 days of the date we determined you withdrew. KCC will automatically apply any post-withdrawal disbursements to outstanding tuition, fee and bookstore charges. Any excess funds will be disbursed directly to you.

## Verification:

If you failed to provide all required verification documents in time for KCC to meet the R2T4 30-day deadline and then later provide those documents prior to the applicable verification deadline (no later than 120 days after your last day of attendance or by the deadline established each year by the Department (typically mid-September), whichever is earlier), KCC must perform a new R2T4 calculation based on all of the aid you qualified for based on the completed verification documents and make the appropriate adjustments. If, as a result of verification, your eligibility for Federal Pell Grant and SEOG funds has been reduced, only the reduced amount is included in the new R2T4 calculation.

If you do not provide the required documents in time for us to complete the verification process and meet the R2T4 deadlines noted previously, KCC includes in the R2T4 calculation only the Title IV aid that was not subject to the verification process. This includes only Direct PLUS Loan funds and Direct Unsubsidized Loan funds (verification is not required for receipt of these funds) for which the conditions of a late disbursement were met prior to your loss of eligibility due to withdrawal.

## **Exemptions:** (as of July 1, 2021)

**Graduates:** You are not considered to have withdrawn if you successfully complete all the requirements for graduation of your program before completing the term.

**Modules-49% completion:** You are not considered to have withdrawn if you successfully complete one module or a combination of modules that includes 49% or more of the number of days in the payment period. When calculating whether you have completed 49%, if a day is included in multiple overlapping modules, the day is only counted once. You may still be subject to a mandatory Pell recalculation for any classes you did not yet begin in that payment period. For example, if you successfully complete an 8-week module and then withdraw from your 16-week courses, you are not considered to have withdrawn and we will not perform an R2T4 calculation.

**Modules-Half-time completion:** You are not considered to have withdrawn if you successfully complete coursework equaling at least half-time status during that term. You may still be subject to a mandatory Pell recalculation for any classes you did not yet begin in that payment period. For example, if you successfully complete a module or a combination of modules that equals at least 6 credit hours (or 3 credit hours in the summer) and then withdraw from the rest of your courses, you are not considered to have withdrawn and we will not perform an R2T4 calculation.

## **Additional impact due to withdrawals:**

**Account Hold:** If the R2T4 calculation results in you owing a balance to KCC, you will be billed by the Accounting Office. An unpaid balance will result in a hold on your student account. This hold will prevent you from registering for classes until the balance is paid.

**Satisfactory Academic Progress (SAP):** Withdrawals and failed courses will adversely affect your completion rate and/or GPA. Refer to the Financial Aid Handbook SAP policy prior to withdrawing from courses.

**Loan Repayment:** As soon as you drop below half-time enrollment, your 6 month grace period begins. After 6 months of not being enrolled half-time, your grace period ends. At that time, loans must be repaid as outlined in the terms of your master promissory note. Contact your lender to discuss your grace period, repayment status, or to make payment arrangements.

## **Financial Aid Satisfactory Academic Progress (SAP) Policy**

Regulations governing the federal student aid programs require institutions to develop standards of satisfactory academic progress (SAP) for student aid recipients which evaluate the following: (1) the length of time it takes to complete your program of study, (2) the rate of completion, and (3) your cumulative grade point average (GPA). KCC's Financial Aid SAP policy is as strict (in terms of qualitative and quantitative standards, not the frequency with which these are checked) as our SAP policy for students enrolled in the same program of study who are not receiving Title IV funds, and it applies equally to all students within categories, e.g., full-time, part-time.

Your academic record is reviewed at the end of each semester, including summer, to ensure you are meeting the SAP requirements. Every time you remain enrolled in a course through the posted refund date, it is considered as attempted credits and is used to determine satisfactory academic progress. A change of

academic program and/or pursuit of a second degree may result in an updated maximum time frame but will not reset your GPA and/or completion rate standard. You must meet all three of the following minimum requirements to demonstrate satisfactory academic progress and keep eligibility to receive financial aid.

## **Qualitative/Quantitative Measures:**

### **1. Grade Point Average (GPA) Standard**

You must meet the grade point average standard as defined in the KCC Catalog - Code of Campus Affairs and Regulations, Section 6.1. Financial aid calculates GPA using all attempted courses, including repeated courses, remedial/developmental courses and courses for which you did not receive financial assistance. It is your responsibility to notify us when incomplete courses are finished and/or grade changes are made.

### **2. Completion Rate Standard**

You must complete at least 67% of the credit hours you attempted cumulatively. A completion rate of 66.5% or higher is rounded up to 67%. Completion rate is calculated using all attempted courses, including repeated courses, remedial/developmental courses and courses for which you did not receive financial assistance. Your completion rate is calculated by dividing the number of credit hours for the classes you pass by the total number of attempted credit hours. Grades of I, WD, WX, or F are considered attempted but not completed and will adversely affect completion rate. It is your responsibility to notify us when incomplete courses are finished and/or grade changes are made. All transfer credits from another institution count toward your attempted and completed hours.

### **3. Maximum Time Frame Standard**

You must complete your program of study within 150% of the minimum number of credit hours required to complete the program. For example, the Registered Nursing program requires 63 credit hours for completion. The maximum time frame for a student pursuing this program is 94.5 attempted hours. Maximum time frame is calculated using all attempted courses, including repeated courses, remedial/developmental courses and courses for which you did not receive financial assistance. All transfer credits from another institution count toward the attempted hours.

## **Maintaining SAP Standards:**

**Monitoring SAP** - You will be monitored for satisfactory academic progress after grades are posted at the end of each semester. You will be assigned one of the following SAP statuses: Good, Warning, or Suspension. You are sent a notification of your updated SAP status to your student email account at the end of each semester that you attempt classes.

**Financial Aid Warning** - If you fail to meet the minimum cumulative GPA and/or you do not complete a minimum percentage of classes you will be placed on financial aid warning for the following semester. During the warning semester, you remain eligible for financial aid. At the end of the warning semester, you will be reviewed for SAP compliance. If you successfully meet the SAP standards, financial aid can continue for the following semester. Failure to achieve the required cumulative GPA and/or percentage of completion will result in suspension of financial aid for the following semester.

**Financial Aid Suspension** - If you were previously given a Financial Aid Warning and fail to meet the conditions of the warning (maintain a minimum cumulative GPA and successfully complete a minimum percentage of classes), you will be placed on suspension. While on suspension, you are not eligible to receive state or federal financial aid, including Pell, SEOG, Federal Work Study, Stafford/Direct Loans, PLUS Loans and State of Illinois Monetary Award Program (MAP) Grant. You will remain on



suspension until an appeal is submitted and approved or all SAP standards are met. SAP suspension does not prevent you from attending KCC.

## **SAP Appeals Process:**

**SAP Appeal** - If you are suspended for not meeting satisfactory academic progress standards, you may appeal for reinstatement of financial aid eligibility for one semester if you had circumstances beyond your control which impacted your progress. Extenuating circumstances may include: death in the family, serious illness or injury of the student. Besides providing the minimum mitigating circumstances that will be evaluated, the student must explain in the appeal why SAP failed and what has changed in the student's situation that will allow them to meet SAP. Completing a SAP appeal does not guarantee approval. See the SAP Appeal Form for more detailed instructions.

**Appeal Plan Approved:** - If your SAP appeal is approved, you are placed on an appeal plan. Appeal plans require you to achieve a completion rate of 67% and a GPA of 2.0 for each semester moving forward. If you have previously violated an appeal plan but have another appeal approved, your new appeal plan will require you to achieve completion rate of 100% and a GPA of 2.0 for each semester moving forward. If you do not achieve the requirements set by your appeal plan, you will be placed back on suspension.

**Appeal Denied** - If your appeal is denied, your financial aid will be inactivated and you will be responsible for paying for any classes or dropping them within the required refund period. Classes are not automatically dropped if your financial aid is inactivated. For additional information on how your SAP standings are calculated and how to get back in good standing, request an appointment with the Director of Financial Aid.

**Reinstatement of Eligibility** - To regain financial aid eligibility: raise cumulative GPA above the minimum standards as defined in the KCC Catalog - Code of Campus Affairs and Regulations, Section 6.1 and/or raise your overall completion rate to 67% or above.

## **Types of assistance**

### **KCC scholarships**

The KCC Foundation offers scholarships to recognize academic excellence and outstanding achievements.

Scholarship descriptions are available in early October online and in the Office of Financial Aid. Apply online for most scholarships Oct. 1 - May 1.

Scholarships are awarded on the basis of previous academic and/or other achievements. Scholarships that have financial need as a selection criteria require FAFSA results to be on file with the Office of Financial Aid. When you apply for scholarships, you enter into a contract with the KCC Foundation. If you do not abide by the terms of the scholarship, you may lose funding and be responsible for repaying the scholarship amount used to that point.

Scholarship amounts vary widely. Visit [foundation.kcc.edu](http://foundation.kcc.edu) for details.

### **KCC student employment**

Regular student employment provides jobs for students who are not eligible for financial aid and those eligible for some aid, but not Federal Work Study (FWS). Students work in a variety of college departments and are paid hourly wages for a maximum of 20 hours per week during regular semesters if work is available. Jobs are posted at [www.kcc.edu/jobs](http://www.kcc.edu/jobs).

## **Federal Pell Grant**

A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are only awarded to undergraduate students who have not earned a bachelor's or a professional degree. Pell Grants are considered a foundation of federal financial aid, to which aid from other federal and nonfederal sources might be added. The maximum Pell Grant for the 2024-25 award year (July 1, 2024 to June 30, 2025) is \$7,395. The amount you get, though, will depend on your financial need, costs to attend school, status as a full-time or part-time student, and plans to attend school for a full academic year or less. Visit [www.studentaid.gov](http://www.studentaid.gov) and search for Federal Pell Grant to learn more.

## **Federal Supplemental Educational Opportunity Grant (SEOG)**

The SEOG grant is a Federal grant awarded to students with exceptional financial need. Priority for these grants is given to those who receive Pell Grants. At KCC, you can receive up to \$800 per year, depending on your financial need.

## **Federal Work-Study (FWS)**

Federal Work-Study provides jobs for students who have applied for financial aid and are eligible to work as part of their financial aid award package. FWS jobs are on or off campus and the money earned is paid to you. The amount you are eligible to earn is the "award." You may not receive more in awards than the difference between your educational budget, aid received and your SAI. The program encourages work that is related to your course of study and community service work.

Community service jobs are directly involved with improving the quality of life of community residents, particularly low-income individuals. Community service workers must be eligible for the FWS program. Community service includes reading and math tutoring at elementary schools. Contact the Office of Financial Aid or visit [www.kcc.edu/financialaid](http://www.kcc.edu/financialaid) for more information.

## **Federal Stafford Subsidized Loan**

This loan is awarded to students with financial need determined by filing the online Free Application for Federal Student Aid (FAFSA). The government pays the interest while you are enrolled at least half-time (6 hour minimum) and during grace and deferment periods. The interest rate as of July 1, 2024 is 6.53%. Repayment begins when you cease to be enrolled at least halftime for six (6) consecutive months. This six month period is referred to as a grace period. You may be eligible for different repayment options. (See "Stafford Loan repayment")

Maximum annual amounts for Federal Stafford Subsidized loans:

- Freshman (less than 30 credit hours) - \$3,500 for each award year
- Sophomore (30 or more credit hours) - \$4,500 for each award year

## **Federal Stafford Unsubsidized Loan**

This loan is awarded to students regardless of financial need. You are responsible for paying the interest that accrues. The interest rate as of July 1, 2024 is 6.53%. Repayment begins when you cease to be enrolled at least half-time for six (6) consecutive months. This six month period is referred to as a grace period. You may be eligible for different repayment options. (See "Stafford Loan repayment")

Maximum annual amounts for Federal Stafford Unsubsidized loans (includes any subsidized loan eligibility):

- Dependent freshman: \$5,500 for each freshman award year
- Dependent sophomore: \$6,500 for each sophomore award year
- Independent freshman: \$9,500 for each freshman award year
- Independent sophomore: \$10,500 for each sophomore award year

Mandatory online entrance loan counseling sessions and a signed Master Promissory Note are required for all new student borrowers at KCC. (Additional online entrance loan counseling sessions may be required for all students who have either borrowed consistently for three or more award years or students who have not borrowed within the past three award years. Mandatory online exit loan counseling sessions are required for all graduating students and students dropping below half-time enrollment who have borrowed a Federal Stafford loan.

### Federal Direct PLUS Loan

This loan is for parents of dependent undergraduate students who want to assist with educational expenses. There is no aggregate limit for PLUS loans, but the annual limit may not exceed the student's cost of attendance minus other financial aid received. All PLUS loans are subject to credit approval. Repayment begins 60 days after the loan is received; however, under certain circumstances a deferment or forbearance may be arranged. The interest rate as of July 1, 2024 for the PLUS loan is 9.08%.

### Monetary Award Program (MAP)

This award is given on the basis of financial need as determined by ISAC. MAP funds are limited and will not be available later in the year. Award amounts are limited by the number of semester hours for which you enroll. The full award amount is available for 15 semester hours or more of enrollment. A minimum of 3/15 of the award amount is available for 3 semester hours of enrollment. A maximum of 135 credit hours of eligibility is available regardless of the institution attended.

### Outside scholarships and other educational assistance

If you receive assistance from an external source, you must notify the Office of Financial Aid of the source, semester or terms applicable, amount and restrictions associated with the assistance. Examples include, but are not limited to:

- Scholarship awarded by external organizations such as the Rotary Club or a church;
- Employer-reimbursed tuition assistance;
- Workforce Innovation and Opportunity Act assistance for tuition, books, transportation or child care; and
- TRiO Student Support Services grant aid.

## Stafford Loan repayment Loans must be repaid!

### Make your payments on time

Your loan servicer, the organization that bills you for your loan, will provide you with information about repayment and the repayment start date. It is very important that you make your full loan payment on time either monthly (which is usually when you'll pay) or according to your repayment schedule. If you don't, you could end up in default, which has serious consequences. Student loans are real loans—just as real as car loans or mortgages. You have to pay back your student loans.

### Get your loan information

If you're not sure who your loan servicer is, call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243). Or login to [Studentaid.gov](http://Studentaid.gov) to manage your loans.

The U.S. Department of Education provides information on your federal loans including loans types, disbursed amounts, outstanding principal and interest, and the total amount of all your loans.

For details on federal student loans and available repayment plans, please visit [www.studentaid.gov](http://www.studentaid.gov).

### Repayment examples

#### If Your Total Education Loan Indebtedness is...

Total Loan Debt	Repayment Period
\$0 - \$7,500	10 years
\$7,500 - \$10,000	12 years
\$10,000 - \$20,000	15 years
\$20,000 - \$40,000	20 years
\$40,000 - \$60,000	25 years
\$60,000 or more	30 years

#### Using a Loan Simulator to estimate your eligibility and payment amount under the standard repayment plan.

Your loan servicer can help you choose a loan repayment plan that's best for you. Before you contact your loan servicer to discuss repayment plans, use Loan Simulator to get an early look at what repayment plans you may be eligible for and to receive a comparison of estimated monthly payment amounts for all federal student loan repayment plans. This comparison is important because the Standard Plan may not provide you with the lowest payment amount based on your individual circumstances. You may find that your payment will be lower under another repayment plan.

**From:** [Studentaid.gov/manage-loans/repayment/plans/standard](http://Studentaid.gov/manage-loans/repayment/plans/standard)

### Trouble making payments

If you're having trouble making payments, contact your loan servicer as soon as possible. Your servicer will work with you to determine the best option. Options include:

- Changing repayment plans.
- Requesting a deferment—If you meet certain requirements, a deferment allows you to temporarily stop making payments.
- Requesting a forbearance—If you don't meet the eligibility requirements for a deferment but are temporarily unable to make your loan payments, then (in limited circumstances) a forbearance allows you to temporarily stop making payments on your loan, temporarily make smaller payments, or extend the time for making payments.

If you stop making payments and don't get a deferment or forbearance, your loan could go into default (see Default section below), which has serious consequences.

## Default

If you default, it means you failed to make payments on your student loan according to the terms of your promissory note, the binding legal document you signed at the time you took out your loan. In other words, you failed to make your loan payments as scheduled. Your school, the financial institution that made or owns your loan, your loan guarantor, and the federal government all can take action to recover the money you owe. Here are some consequences of default:

- National credit bureaus can be notified of your default, which will harm your credit rating, making it hard to buy a car or a house.
- You will be ineligible for additional federal student aid if you decide to return to school.
- Loan payments can be deducted from your paycheck.
- State and federal income tax refunds can be withheld and applied toward the amount you owe.
- You will have to pay late fees and collection costs on top of what you already owe.
- You can be sued.

## Rights and responsibilities

### You have the right to ask a school:

- A. The names of its accrediting and licensing organizations; and for a copy of the documents describing the institution's accreditation or licensing.
- B. About its programs, its instructional, laboratory and other physical facilities and its faculty.
- C. About its job placement rates for programs preparing students for a particular vocation, trade or career field.
- D. About the cost of attending and its policy on refunds to students who drop out.
- E. What financial assistance is available, including information on all federal, state, local, private and institutional financial aid programs.
- F. Who its financial aid personnel are, where they're located, and how to contact them for information.
- G. What the procedures and deadlines are for submitting applications for each available financial aid program.
- H. How it selects financial aid recipients.
  - I. How it determines your financial need. This process includes how costs for tuition and fees, food and housing, travel, books and supplies, and personal and miscellaneous expenses are considered in your cost of education. It also includes the resources considered in calculating your need (such as parental contribution, other financial aid, assets, etc.).
- J. How much of your financial need, as determined by the school, has been met.
- K. How and when you'll receive your financial aid.
- L. To explain each type and amount of assistance in your financial aid package.
- M. What the interest rate is on any student loan you have, the total amount you must repay, the length of time you have to repay, when you must start repaying, and what cancellation or deferment (postponement) provisions apply.
- N. If you're offered college student employment – what kind of job it is, what hours you must work, what your duties will be, what the rate of pay will be, and how and when you'll be paid.
- O. To reconsider your package if you believe a mistake has been

made or if there is a change in your enrollment or financial circumstances.

- P. How the school determines whether you're making satisfactory progress, and what happens if you're not making satisfactory progress.
- Q. What special facilities and services are available to the disabled.

### You have the responsibility to:

- A. Review and consider all information about a school's program before you enroll.
- B. Pay special attention to your application for student financial aid, complete it accurately, and submit it on time to the correct location. Errors can delay or prevent your receiving aid.
- C. Know and meet all the deadlines for applying or re-applying for aid.
- D. Provide all documentation, corrections and/or new information requested by either the financial aid office or the agency to which you submitted your application.
- E. Notify the Office of Financial Aid if any information has changed since you applied for financial aid.
- F. Read, understand, and keep copies of all forms you're asked to sign.
- G. Ensure you repay your student loans. When you sign a promissory note, you are agreeing to repay your loan.
- H. Complete an exit interview at [studentaid.gov](http://studentaid.gov) if you have a Federal Student Loan.
- I. Notify your school of a change in your name, address or attendance status (half-time, three-quarters-time or full-time). If you have a loan, you also must notify your lender of these changes.
- J. Satisfactorily perform the work agreed upon if you are a college student employee.
- K. Understand your school's refund policy. You may be able to get a part of your educational expenses returned to you if you drop out of school within a short time after you start. But after a certain date, you won't receive a refund. Check with your school to find out what expenses you may have to pay if you withdraw from classes.
- L. Report to the Office of Financial Aid any assistance that you receive for any costs associated with your enrollment (cost of attendance).











*Kankakee Community College*  
**2024-25 Financial Aid Calendar**

These dates subject to change - check [www.kcc.edu/financialaid](http://www.kcc.edu/financialaid) for the most accurate information.

**2023**

- Dec. 31** First day to file 2024-25 Free Application for Federal Student Aid (FAFSA).
- Oct. 1** KCC Foundation Scholarship applications for the award year available online at [foundation.kcc.edu/scholarships](http://foundation.kcc.edu/scholarships).

**2024**

- May 1** Scholarship application deadline for KCC Foundation awards for 2024-25 award year.
- July 19** Priority date: Required documentation for grant or loan assistance must be completed and submitted to avoid being dropped at the Aug. 2, 2024 fall preregistration payment date.\*
- Aug. 2** Fall preregistration payment due date.
- Sept. 6** Fall 2024 Financial Aid Eligibility date – be enrolled for all fall courses, including 8-week and late starting, by this date.
- Sept. 13** Last day to purchase all books and supplies from the bookstore using an eligible PELL grant or loan, including all 8-week and late-starting fall classes.
- Oct. 1** First day to file 2025-26 Free Application for Federal Student Aid (FAFSA) - [www.studentaid.gov](http://www.studentaid.gov) (Tentative)
- Oct. 1** KCC Foundation Scholarship applications for the 2025-26 award year available online at [foundation.kcc.edu/scholarships/](http://foundation.kcc.edu/scholarships/).
- Oct. 16** Fall 2024 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- Oct. 31** Last day to apply for a Fall 2024 loan.
- Nov. 13** Fall 2024 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- Nov. 22** Priority date: Required documentation for grant or loan assistance must be completed and submitted to avoid being dropped at the Dec.6, 2024 spring preregistration payment date.\*
- Dec. 6** Spring preregistration payment due date.
- Dec. 11** Fall 2024 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.

**2025**

- Jan. 31** Spring 2025 Financial Aid Eligibility date - be enrolled for all spring courses, including 8-week and late starting, by this date.
- Feb. 7** Last day to purchase all books and supplies from the bookstore using an eligible PELL grant or loan, including all 8-week and late-starting spring classes.
- March 12** Spring 2025 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- Mid-March** Financial Aid awarded for Summer 2025.
- April 3** Last day to apply for a Spring 2025 loan.
- April 16** Spring 2025 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- April 18** Priority date: Required documentation for grant or loan assistance must be completed and submitted to avoid being dropped at the May 2, 2025 summer preregistration payment date.\*
- May 1** Scholarship application deadline for KCC Foundation awards for 2025-26 award year.
- May 2** Summer preregistration payment due date.
- May 14** Spring 2025 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- June 5** Last day to apply for a loan for 6-week Summer 2025 classes.
- June 13** Summer 2025 Financial Aid Eligibility date - be enrolled for all summer courses, including 8-week and late starting, by this date.
- June 18** First date that 6-week Summer 2025 loans will be disbursed to qualified students.
- June 20** Last day to purchase books and supplies from the bookstore using an eligible PELL grant or loan, including all 6- and 8-week summer classes.
- June 30** Last day to apply for a loan for 8-week Summer 2025 classes.
- June 30** Last day to file a 2024-25 FAFSA; it must have a valid student aid index (SAI) amount from the federal processor.
- July 16** Summer 2025 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- July 30** Summer 2025 PELL grants, SEOG and loans disbursed to qualified students with completed files and activated awards.
- Aug. 13** Summer 2025 PELL grants, SEOG disbursed to qualified students with completed files and activated awards.
- Aug. 27** Final disbursement date for Fall 2024, Spring 2025, and Summer 2025 from all award sources.

\*Free Application for Federal Student Aid (FAFSA) information must have been received by KCC and all supporting documents must have been submitted with accurate information.

KCC does not tolerate discrimination or harassment on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, disability, or age in its programs or activities. Please direct inquiries to the Title IX coordinator, Section 504 coordinator or Affirmative Action Officer, 815-802-8510 or email [mpurcell@kcc.edu](mailto:mpurcell@kcc.edu). Please visit [www.kcc.edu/disclosures](http://www.kcc.edu/disclosures) for more information.