



# Financial Aid

While it is our philosophy that the student and his/her family have the primary responsibility for meeting college costs, resources from the college, and federal and state programs, are available to help with the costs. We work with our students and their families to develop a financial aid package that is based on individual need and is designed to help make a quality education at King's College an affordable option.

The financial aid programs at King's College are designed to help the student supplement his/her family's contribution toward educational costs. As a member of Division III of the National Collegiate Athletic Association, King's College awards no athletically-related financial aid.

By filing all required applications, students are considered for all of the available financial aid programs including: the federal Pell Grant, PHEAA State Grant for Pennsylvania residents (residents of other states should check with their respective state grant program); federal campus-based programs, including the federal Supplemental Educational Opportunity Grant (SEOG); federal Perkins Loan; and federal work-study, as well as need-based grants funded by King's College and the Federal Direct Loan program.

## Application Procedures and Requirements

### New Students

After a candidate has completed all admission requirements and has been notified of his or her acceptance, financial aid applications will be considered. It is recommended that the financial aid applicant complete all admissions requirements at the earliest possible date.

To apply for financial aid, all new students are required to complete the Free Application for Federal Student Aid (FAFSA). New students should complete both applications by our preferred filing date of March 1 of their senior year in high school or the year prior to enrolling at King's College. The FAFSA is available to complete online after January 1 at [www.fafsa.gov](http://www.fafsa.gov). Students should not wait until they are accepted to file their financial aid applications. The process of applying for aid should begin as soon after January 1 as possible and be completed by March 1.

Upon acceptance by the college and receipt of the financial aid application, the Financial Aid Office will review all applicants' eligibility for need-based financial aid programs. Beginning in March, the Financial Aid Office will send notifications to applicants of their eligibility. The process will continue as students are accepted and financial aid applications are received.

## Continuing Students

All students who are receiving any type of need-based financial aid including the federal Pell Grant, PHEAA State Grant, SEOG, Perkins, work-study, King's Grant or federal Direct Stafford Loan are required to reapply for financial aid each year. A Renewal FAFSA will be available online in January at [www.fafsa.gov](http://www.fafsa.gov). Students returning to King's College in the following year should file their FAFSA by the priority deadline date of May 1. Eligibility for federal and state need-based programs is re-evaluated annually based upon the FAFSA data. King's Grants and Scholarships are renewed annually provided the student meets the enrollment and academic progress requirements for continued receipt of those awards.

## King's Scholarships

***Presidential Scholarships*** — renewable, merit-based full-tuition scholarships. To be considered for this highly competitive scholarship, students must be accepted for admission by February 1, and an on-campus interview is required. The criteria used to determine eligibility include the student's SAT score, class rank, and G.P.A. Extracurricular activities and exemplary personal qualities are also taken into consideration. The amount of the scholarship will be combined with the federal Pell Grant and/or any state grant to equal the cost of tuition annually. To remain eligible, students must maintain a minimum 3.25 G.P.A. and complete a minimum of 80% of credits attempted.

***McGowan Hispanic Scholarships*** — renewable, merit and need-based full tuition, room, and board scholarships. To be considered for this highly competitive scholarship, students must be accepted for admission by February 1, and an on-campus interview is required. Applicants must be first generation Hispanic/Latino and demonstrate financial need via the FAFSA. To remain eligible, students must maintain a minimum 2.0 G.P.A. and complete a minimum of 80% of credits attempted.

***Dujarie Scholarships*** — renewable, merit-based three-quarter tuition scholarships. To be considered for this highly competitive scholarship, students must be accepted for admission by February 1. Students must attend one of the following Holy Cross High Schools: Notre Dame, West Haven CT; Holy Cross Waterbury CT; Bishop McNamara, Forestville MD; Holy Cross, Flushing NY; Archbishop Hoban, Akron OH; St. Edward, Lakewood OH.

***Christ the King Scholarships, Blessed Moreau Scholarships, St. Andre Bessette Scholarships, Father James Connerton Scholarships, Christi Regis Scholarships*** — renewable, merit-based partial tuition scholarships. Criteria used to determine eligibility include the student's SAT, G.P.A., and class rank, as well as exemplary leadership, scholastic achievement, and/or community service. To remain eligible, students must maintain academic criteria as listed in the award notification.

***DePrizio Award, Royal Regent Award, Monarch Achievement Award*** — renewable, merit-based partial tuition awards. Awarded to students who have demonstrated academic achievement in a full academic (college preparatory) program on the secondary level and who exhibit exemplary extra-curricular performance and personal qualities. To remain eligible, students must maintain a minimum 2.0 G.P.A. and complete a minimum of 80% of credits attempted.

***Holy Cross Scholarships*** — student must attend a high school sponsored by the Congregation of Holy Cross in the United States. Minimum of 3.0 GPA in a college preparatory curriculum.

**King's Grant**— renewable, need-based award. Awarded to students who demonstrate financial need. To remain eligible, students must maintain a minimum 2.0 G.P.A. and complete a minimum of 80% of credits attempted.

**Legacy Grant** — \$1,000 annual award given upon admission to the children and grandchildren of King's College Alumni.

**Sibling Grant** — King's College provides grant assistance to siblings concurrently enrolled on a full-time basis as undergraduates during any given Fall or Spring semester. Sibling is defined as two or more persons who are for financial aid purposes determined to be financially dependent upon at least one common parent and who reside with the parent(s). The award is renewable annually as long as two or more siblings continue to be concurrently enrolled. The award is terminated when siblings are no longer enrolled, and in the case where a sibling withdraws during a semester, the award will terminate upon the completion of that semester.

## ROTC Scholarships

**Army ROTC Scholarships**— Two, three, and four-year scholarships are available for full-time students enrolled at King's College. Scholarship benefits award up to full tuition, \$900 for books, and a monthly stipend ranging from \$300 for freshmen to \$500 for seniors. For additional information or a scholarship application contact King's College Department of Military Science at 570-208-5900 ext. 5305 or toll-free 1-800-USA-ROTC or visit the ROTC web page at <http://www.rotc.monroe.army.mil/scholarships.aspx> for online registration.

**Air Force ROTC Scholarships** — The U.S. Air Force offers many full and partial tuition scholarships to qualified King's students enrolled in AFROTC. All scholarships are based on merit. For additional information, contact the AFROTC at <http://www.afrotc.com/> or call the AFROTC program at 800-945-5378.

## College-Based Employment Opportunities

### College Work-Study Program

Through funds from the Federal Government, students are employed by non-profit organizations off-campus and by departments and administrative offices on-campus. Information and applications are available in the Financial Aid Office. Eligible students must apply for and interview for the student-aide positions on campus. Students are paid by check on a bi-weekly basis. Eligible students are encouraged to participate in community service positions in the local area.

### Part-Time Employment

The College has a work program which is funded completely by the College. There are a number of available part-time jobs for students in the library, in tutoring, in various administrative offices, and in the maintenance and buildings and grounds departments. Students employed on a part-time basis are paid an hourly wage and receive checks bi-weekly. The number of hours the student may work is restricted according to the student's program of study and the student's class schedule.

## Academic Progress Policy with Regard to Financial Assistance

Federal regulations require that students make satisfactory academic progress toward completing their degrees in order to receive federal financial aid. Satisfactory academic progress standards measure students' **quantitative** (credit completion) and **qualitative** (cumulative GPA) progress towards completion of their degree or program. In addition, students must complete their degree programs within a **maximum time frame** and must complete the necessary amount of credits attempted to remain on **pace** to graduate within the maximum timeframe. Failure to meet any one of these standards, results in unsatisfactory academic progress for financial aid purposes. This policy applies uniformly to all matriculated students receiving some form of federal and or institutional aid at King's College. Academic progress standards governing state financial aid are measured in accordance with state specific policies and regulations.

### Quantitative Requirement (Credit Completion)

- Students must complete a minimum of 80% of their total attempted credits each semester. (Attempted credits are determined at the end of the 100% tuition refund period each semester).
- Courses for which students receive academic credit, withdraw, or receive incomplete or repeat grades are counted in the calculation of the 80% requirement.

### Qualitative Requirement (Cumulative G.P.A.)

- Students must maintain a cumulative grade point average (G.P.A.) of 2.0.

### Maximum Time Frame

- The maximum time frame for completion of a degree program is 150% of the academic credits required for a student to complete their degree program. For an incoming first-year student, this maximum time frame is 180 academic credits (150% of the 120 credits required for degree completion). The maximum time frame calculation for transfer students is determined by multiplying the difference between 120 credits and the number of academic credits accepted in transfer by 150%. Students who change majors are responsible for completing the degree requirements within the timeframe specified above. Courses for which students receive academic credit, withdraw, receive incomplete or repeat grades are counted in the 150% time frame.

### Pace

- The maximum number of credits determines the pace at which a student must complete credits in order to graduate within the maximum time frame. Pace is determined by cumulative credits earned divided by cumulative credits attempted. Students must stay on pace to complete their programs within the maximum time frame.

### Academic Progress Reviews

King's College reviews and measures academic progress at the end of each semester (fall, spring, summer). Failure to achieve any one of the academic progress criteria will result in unsatisfactory academic progress for financial aid. Students are then given a financial aid warning or financial aid suspension.

## Financial Aid Warning

Failure to meet any one of the academic progress requirements will result in a financial aid warning. Financial aid will be extended for one warning semester, allowing students the opportunity to correct deficiencies. Failure to achieve satisfactory academic progress during the warning semester will result in financial aid suspension for subsequent semesters until the standards have been met.

## Financial Aid Suspension

Failure to correct deficiencies in the defined satisfactory progress requirements for a second consecutive semester following a financial aid warning will result in a loss of eligibility for financial aid until the requirements have been met.

## Appeals

Students placed on financial aid suspension status have the right to appeal their status. To appeal financial aid suspension, you must submit all of the following documents to the Director of Financial Aid. This process must be completed within 30 days of the date of the suspension notification.

1. A written request for reinstatement of Financial Aid for the semester.
2. A statement in the student's own words explaining why the student failed to achieve the requirements.
3. A description of the specific actions the student has taken or will take to recover the failed or withdrawn courses or missing credits.
4. A description of the specific actions the student will take or has taken to prevent the situation from reoccurring.
5. Depending on the circumstances, third party documentation may be required to support the appeal (medical documentation, Act 101, Achievement PLUS, Director of Student Success, etc.)

Appeals will be reviewed by the Director, who will notify the student of the decision within two weeks of receiving all of the documentation.

## Reinstatement of Financial Aid

Students granted an appeal of financial aid suspension will be placed on Financial Aid probation. Financial Aid probation will require the student to follow an approved education plan requiring the student to meet specific conditions in order to continue receiving financial aid funding.

Academic plans will be developed, monitored, and reviewed with the student, an academic advisor and a financial aid officer. While on probation, the student may receive financial aid if they are meeting the conditions of the education plan. Failure to meet the conditions will result in a loss of financial aid eligibility.

## Waivers

The Director of Financial Aid will review each appeal and may determine based upon individual circumstances that an exception may be made to the stated academic progress requirements for institutional gift aid. Waivers will be dependent upon the individual's extenuating circumstances and improved academic performance.

## Coursework and Academic Progress

The following explains how courses or grades are used in the measurement of academic progress:

**Audited Courses** — Audited courses are not counted when measuring quantitative or qualitative standards. They are not counted in enrollment status when awarding aid.

**Repeated Courses** — Repeated courses are counted when measuring quantitative (credits) requirements and in enrollment status when awarding aid.

**Incomplete Grades** — A grade of incomplete is not a successfully completed course and is not counted as an earned credit when measuring the quantitative requirement. Before it can be counted as a credit correcting any deficiency, it must be successfully completed. A completed grade that corrects a G.P.A. deficiency will be used to satisfy the qualitative (G.P.A.) requirement. A completed grade that causes the student to fall below the minimum G.P.A. requirement will impact eligibility.

**Withdrawal Grades** — Students who withdraw from a course and receive a grade of “W” do not earn credits for the course. Quantitative requirements may be impacted when no credits are earned.

**Advanced Placement** — No aid is granted for Advanced Placement coursework and AP credits are not counted when determining academic progress.

**Study Abroad/Transfer Credits** — Credits earned at another approved institution will be used when determining the student’s number of credits earned but only when they are officially recorded on the King’s College transcript. Grades from these courses will not affect the student’s G.P.A. at King’s College.

## Reinstatement of Financial Assistance Due to Withdrawal from College

Often, students who withdraw or are suspended return to the College to resume their academic program after a period of non-enrollment. These students are subject to the same regulations regarding the quantitative and qualitative standards at the time of their readmission.

Generally, a student who withdraws during the fall semester may return and receive federal, state, and institutional financial assistance for the following spring semester with the understanding that the 80% quantitative requirement will be met upon completion of the summer session following that spring semester. The student would not be eligible to receive financial assistance for the summer session. Students who withdraw during the spring semester are allowed the opportunity to make up any credits lost due to withdrawal by attending the subsequent summer session at their own expense.

It must be emphasized that students who are suspended for academic reasons or who are on academic probation are subject to the restrictions placed upon them by the Committee on Academic Standing and as a result may not be eligible for federal Title IV financial assistance upon readmission until such time as they meet the federal qualitative and quantitative requirements.

Students returning to the College after a period of non-enrollment are encouraged to meet with the College Financial Aid staff to review the quantitative and qualitative requirements prior to their admission.

## Refund of Federal Title IV Assistance Due to Withdrawal from College

Since every college has expenses of a continuing nature, it is understood that the student is registered for the entire semester. Students who withdraw from the College during the semester are entitled to an adjustment of tuition charges according to the refund schedule listed. Refunds of board charges for resident students are determined on a prorated basis throughout the semester.

With the exception of tuition and board, no refund is made on any other fees after classes have commenced. The date of withdrawal will be the date the student begins the withdrawal process (see Catalog for Withdrawal Policy) unless there is documentation of class attendance beyond that date. For the student who does not begin the College's withdrawal process or notify the College of the intent to withdraw due to illness, grievous personal loss, or other such circumstances beyond the student's control, the College may determine the appropriate withdrawal date.

## Return of Title IV Funds

In addition to charges, financial aid received by students who withdraw may also be adjusted. If a student is receiving federal financial aid (Pell Grant, Supplemental Educational Opportunity Grant, Perkins Loan, Stafford Loan, or PLUS Loan) and withdraws during the first 60% of the semester, aid will be adjusted based on the percentage of the semester completed prior to the withdrawal. Using the student's withdrawal date, the Financial Aid Office will calculate the percent of the semester completed by dividing the number of calendar days in the semester (excluding breaks of 5 days or more) into the number of days completed prior to withdrawal. The resulting percentage is the percent of aid the student is allowed to retain or the percentage of Title IV aid earned. Upon determining the amount of aid to be retained and returned, unearned federal funds will be returned in the following order:

- Unsubsidized Federal Direct Loan
- Subsidized Federal Direct Loan
- Perkins Loan
- Federal Graduate PLUS
- Federal Parent PLUS
- Pell Grant
- Supplemental Educational Opportunity Grant (SEOG)

Any refunds of financial aid received by students prior to their withdrawal may be subject to repayment to federal financial aid programs. If this occurs, students will be notified by the Financial Aid Office and will be given 30 days to repay the funds to the College. Failure to return the unearned portion of federal financial aid refunded to a student will result in the student's ineligibility for continued receipt of federal financial aid until repayment is made.

## **PHEAA State Grant Funds**

PHEAA State Grants and other state grants will be adjusted according to state grant program guidelines. It is expected that PHEAA Grant funds will be reduced by the same tuition percentage adjustment applied to the student's account upon withdrawal.

## **King's College Grant and Scholarship Funds**

King's college grant and scholarship funds will be reduced by the same percentage adjustment applied to the student's account upon withdrawal.

## **Consortium Agreements for Study Abroad/Internships**

Two types of study abroad programs are available at King's College. King's College has an agreement with three approved agencies, Webster University, London Internship, and Washington Internship, that allows students to earn King's credits while studying abroad. King's College will process students' eligibility for federal and state aid based on King's costs. Eligibility for institutional aid will be determined on an individual basis. Students who participate in other study abroad programs may be eligible to receive federal and/or state aid provided it is an approved program and a consortium agreement is executed between that institution and King's College. No aid can be processed until the student has secured all of the necessary information from the host institution. In these cases, King's College will process federal and state financial aid as the degree-granting, home institution. Students contemplating enrollment in a study abroad or internship program must contact the Financial Aid Office for details specific to their educational program. It is recommended that students contemplating a study abroad program contact the Financial Aid Office at least 90 days before their program begins.