financial aid and veterans affairs
704.330.CPCC
www.cpcc.edu
Student Financial Aid

The mission of Central Piedmont Community College’s Financial Aid/VA Office is to provide quality assistance to all students and to make every effort to insure that the students who desire to attend the College, but cannot afford to do so, are provided financial aid assistance to complete their educational goals. The Financial Aid/Veterans’ Affairs employees at Central Piedmont Community College are committed to providing quality service to students, the College and the community.

How to Apply

New Applicants: You can apply for federal aid by completing the Free Application for Federal Student Aid (FAFSA) and mailing it to the federal processor. A student should allow four to six weeks for processing.

The financial aid award year runs from July 1st to June 30th. Applications for the upcoming school year are available in the Financial Aid Office after January 15th. Students are required to complete an application for financial aid each year.

You may also apply through the Internet by using FAFSA on the Web: http://www.fafsa.ed.gov.

If you do not have web access, you can use the computers in Central Piedmont Community College’s libraries to complete and transmit your application. Remember: When using the Internet, the signature page will need to be mailed before your application can be processed. An electronic pin number, received from the U.S. Department of Education, may also be used to electronically file the Free Application for Federal Student Aid.

Please include Central Piedmont Community College’s Title IV school code #002915 and address on the FAFSA. The number to call concerning application status, requesting a duplicate student aid report, or adding another college is 1.800.4.FED.AID.

To receive priority for all types of aid, students should complete the application process by June 1st if planning to begin in the Fall Semester.

A Student Aid Report (SAR) will be mailed within four to six weeks from the time the FAFSA is submitted. Applicants should review the SAR carefully and make all corrections. If no corrections are necessary, the SAR should be retained and financial aid will be awarded based on this information. The Financial Aid Office will receive the student’s record electronically from the federal processor.

Verification: The Financial Aid Office is required by the U.S. Department of Education to verify files for applicants selected for verification by the Processor. (Central Piedmont Community College’s Financial Aid Office will verify at least 30 percent of the student files selected by the U.S. Department of Education). When corrections are made to the student aid report, the application could then be selected for verification by the federal processor, even though it was not previously chosen. In addition, the Financial Aid Office reserves the right to request verification of additional files with questionable or conflicting information. The verification process requires a signed copy of the student’s, spouse’s and or parent’s (whichever is applicable) federal tax returns, a signed Verification Worksheet (obtained from the Financial Aid Office) and any other documentation requested before awards can be finalized.

Special Circumstances: If the student and/or family have unusual or extenuating circumstances that are not reflected on the Free Application for Federal Student Aid (FAFSA), please contact the Financial Aid Office. These circumstances could include a family’s unusual medical or dental expenses or tuition expenses for children attending private elementary or secondary school. Also, an adjustment may be made if the student, spouse, or either parent (if applicable) has been recently unemployed, deceased, divorced or separated. Documentation is required.

Renewal FAFSA: If a student filed a FAFSA or Renewal FAFSA for the previous year, the federal processor will mail an electronic pin number to the student. The student can use the electronic pin number to file electronically on the Renewal FAFSA.

Many of the questions on the Renewal FAFSA will have preprinted information based on the student’s SAR from the previous year. Corrections must be made to the preprinted information (if the information has changed), the income information updated, and the application submitted electronically to the federal processor. Remember: A signature page must be mailed or an electronic pin number must be submitted before your renewal application can be processed.

Electronic Pin Numbers

You can apply for a PIN by going to the Department of Education’s PIN Web site at www.pin.ed.gov and select “PIN Request and Information” followed by “Apply for PIN.” It takes approximately 1-5 days to get a PIN if you have a valid and current e-mail address. If you do not have an e-mail address, you will receive your PIN through regular postal mail. It takes approximately 7-10 days to receive it through the mail.

A PIN serves as your identifier. It lets you access your personal information in various U.S. Department of Education systems. It’s like the Personal Identification Number that you get from your bank that enables you to access your account. Also, your PIN serves as your electronic signature.

Anyone who has a valid Social Security number and is a U.S. citizen or eligible non-citizen may apply for a PIN.

Parents and first-time financial aid applicants may also apply for a PIN. When applying for the first time you will send your name, date of birth, and Social Security number (SSN) to the Social Security Administration (SSA). If the information you provide does not match with the SSA, you will not be able to receive a PIN.

Your PIN may be used at these U.S. Department of Education Web sites:

A. FAFSA on the Web: Access and complete your Renewal Free Application for Federal Student Aid (FAFSA) and submit corrections o your processed FAFSA. You may also use your PIN to electronically sign your submitted FAFSA or obtain a copy of your processed FAFSA information.

B. The National Student Loan Data System Web Site: View a history of the federal student financial aid you have received.

Transfer Students

Students transferring to Central Piedmont Community College must request a duplicate Student Aid Report: call 1.800.4.FED.AID; include CPCC’s Title IV school code: 002915. It is the student’s responsibility to notify the Financial Aid Office if he/she has attended another college during the same financial aid award year.

A student cannot receive financial aid at two colleges during the same semester.

ELIGIBILITY REQUIREMENTS

To receive Federal Title IV assistance and state assistance, students must do the following:

• demonstrate financial need (except for the alternative loan program);
Financial Aid Programs

Federal Pell Grants

The Federal Pell Grant, which does not have to be repaid, is a federal program designed to provide financial assistance to undergraduate students who demonstrate a financial need to attend college. The U.S. Department of Education uses a standard formula, established by Congress, to evaluate the information reported on the Free Application for Federal Student Aid (FAFSA). The formula produces an Expected Family Contribution (EFC) number. The Student Aid Report contains the EFC number which determines eligibility.

The Federal Pell Grant award amount depends on the student’s EFC, the student’s cost of attendance, whether the student is full-time or part-time, and whether the student attends school for a full academic year or less. Students must be enrolled in an eligible program consisting of at least 16 credit hours. Students with bachelor’s degrees are not eligible.

Federal Supplemental Educational Opportunity Grant

A Federal Supplemental Educational Opportunity Grant (FSEOG), which does not have to be repaid, is for undergraduates with exceptional financial need — that is, students with the lowest Expected Family Contributions (EFC’s) — and gives priority to students who receive Federal Pell Grants.

The Federal Supplemental Educational Opportunity Grant program is a campus-based program administered directly by the Financial Aid Office. The amount of aid awarded depends on the student’s financial need, the amount of other aid the student receives, and on the availability of funds. Students with bachelor’s degrees are not eligible.

Federal Work-Study

The Federal Work-Study program utilizes federal funds to provide part-time employment for undergraduate and graduate students with financial need to help meet their educational expenses. Students with bachelor’s degrees are eligible. Students who are enrolled at least half-time may work an average of 15 to 20 hours per week. FWS employment is determined by the student’s total financial need, the student’s class schedule, and the student’s academic progress.

Awarded FWS funds are limited to availability of positions, funds, and completion of the entrance/interview process. There are no term limitations on earnings, provided annual limits on the student’s award letter are not exceeded.

Students are paid each month, and the amount paid is accord-

Scholarships

Scholarships are provided through the Central Piedmont Community College’s Foundation and the generosity of industries, businesses, professional organizations, civic clubs, and individuals. A scholarship review process determines the recipient for those scholarships awarded by the College.

The scholarship program consists of two types of awards: merit-based scholarships and need-based scholarships. Scholarships are also awarded on a competitive basis applying the following criteria: academic excellence, achievement, leadership qualities, need or other criteria as stipulated by the donor.

Awards are usually restricted to tuition assistance and require the recipient to maintain a minimum grade point average to continue the scholarship. Each scholarship is awarded for one academic year beginning with the fall semester. Students must reapply each year.

Applications will be accepted until all funds are awarded. Students are encouraged to apply early. Screening of applicants will begin in late April. Contact the Financial Aid Office or visit the CPCC scholarship website at http://www.cpc.edu/financial_aid/scholarships/ for applications, deadline dates, and a detailed listing of scholarships.

Donors of scholarships should direct contributions to the CPCC Foundation, Incorporated, which supports and supplements educational programs, projects, and scholarships at CPCC for which funds from other sources are unavailable or inadequate. Questions regarding the establishment of scholarships and requests for other scholarship donor-related information should be directed to the CPCC Foundation at 704.330.6869. The CPCC Foundation is a 501(c)(3) organization eligible to receive tax-deductible contributions.

State Programs

College Foundation of North Carolina, Inc.

Whether you’re interested in general information on college costs and requirements, or specific information on scholarships, or a tax-advantaged savings program, this is the place to start: http://www.cfnc.org.

North Carolina Student Incentive Grant (NCSIG)

The North Carolina State Education Assistance Authority, through College Foundation, Inc., makes award determinations
for the North Carolina Student Incentive Grant (NCSIG).

To be eligible a student must:
- be a U. S. citizen;
- be a North Carolina resident;
- be enrolled or accepted for enrollment on a full-time basis at a North Carolina postsecondary institution;
- not be enrolled in a program designed primarily for career preparation in a religious vocation;
- maintain satisfactory academic progress;
- demonstrate 'substantial' financial need.

Awards start at $100 per year and are higher depending on the student’s financial need. The average NCSIG award is approximately $370.

To apply a student must:
- complete and file the Free Application for Federal Student Aid (FAFSA);
- list at least one North Carolina college, university, technical or vocational school in the release section of the form.

North Carolina Community College Grant

The North Carolina Community College Grant is a need-based grant established by the North Carolina Legislature. The North Carolina State Education Assistance Authority, through College Foundation, Inc., makes award determinations.

The North Carolina Community College Grant provides funds to help meet the educational costs of North Carolina residents attending community colleges.

To be eligible a student must:
- be a North Carolina resident;
- be enrolled at least half-time (six credit hours);
- be enrolled in an eligible curriculum program;
- be meeting the Satisfactory Academic Progress requirements and the Federal Pell eligibility requirements except for the EFC requirement established by the federal government.

To apply a student must:
- complete the Free Application for Federal Student Aid (FAFSA) by the date published on the FAFSA and list a North Carolina Community College as one of the top three choices of institutions.

The deadline for applying is March 15th prior to the beginning of the new financial aid award year.

Loans

Central Piedmont Community College does not participate in the Stafford or Direct federal student loan programs; however, we do offer several alternative loans, including:

SallieMae Loan

If a student does not qualify for Federal or institutional financial aid, they may still qualify for an alternative loan through SLM Financial Corporation, a SallieMae company. For an application or more information, visit www.cpcc.edu/Sponsor.Program. Using the web to apply is the best option, or stop by our financial aid office to pick up the brochure and application. The cost of this loan depends on your credit rating. Interest rates are prime +1% to 4% and fees are 1% to 4%, depending on your credit. If your credit rating is in question, you can still qualify with a creditworthy co-borrower. Once you make 24 on-time payments, you can apply to release your co-borrower. You may take up to 15 years to repay. In addition, while in school you may choose to lower your payments by making interest-only payments.

Key Alternative Loan

Key Educational Resources realizes that paying for higher education is a significant financial commitment. To help families manage costs, Key has created the Key Alternative Loan for at least half-time to full-time undergraduates. In many cases, a credit-worthy cosigner may be required for undergraduates. A student may borrow up to the cost of education less financial aid up to the aggregate amount. The minimum loan amount is $500. The interest rate is 2.9% plus the 3-month London Inter-bank Offered Rate. Currently, the rate is 4.15% during the interim period and 4.3% during repayment. A 4% origination fee is charged to students who have a co-signer and it is 9% without a co-signer. No payments are required while the student is enrolled at least half-time and during the six-month grace period. Interest capitalizes once at the time of repayment. Payments also begin six months after the borrower is no longer enrolled at least half-time.

To apply: 1.800.683.7890 or http://www.key.com/educate/alternative or visit www.cpcc.edu/Sponsor.Program for more information.

Federal PLUS Loan

The Parental Loan for Undergraduate Students (PLUS loan) is one of several federally sponsored, low interest education loans. The PLUS loan is available to parents of dependent students attending post-secondary schools. All loan funds received under this program must be used to pay for the cost of attending a post-secondary school. By completing a PLUS PreApproval, you will receive an initial evaluation of your eligibility to receive a parent PLUS loan. PLUS PreApproval collects basic information and, within moments, gives you a preliminary decision. Using PLUS PreApproval does not obligate you to complete the PLUS loan application process. Visit www.cpcc.edu/Sponsor.Program for more information and links to several lenders offering the PLUS loan.

Exit Interview

All borrowers who received federal loans at other colleges and are attending Central Piedmont Community College must attend an Exit Interview session before graduating. Exit interviews may be completed on the Internet at http://mapping-your-future.org.

Awards

In order to provide adequate time for processing and awarding financial aid to students prior to class starting, priority dates are identified for each semester. If you submit your financial aid application after the established priority dates, be prepared to pay for tuition, fees, and books. Your award notification will be mailed in approximately two weeks once your file is complete.

Priority Dates

Fall Semester – June 1st
Spring Semester – October 15th
Summer Semester – March 1st

Students should have their financial aid package completed before registration or come prepared to meet their expenses and pay tuition/fees within five days following registration. All financial aid recipients may turn in their class registration control number and drop/add control numbers at all campuses, or they can submit control numbers on CPCC’s Financial Aid website. If not paid within five business days, your registration will automatically be canceled.
The Financial Aid Office reserves the right to adjust a financial aid package when an over-award is made. Students must notify the Financial Aid Office if any additional gift aid assistance is received for educational expenses. Furthermore, the Financial Aid Office will void any award if it is determined that the student provided incorrect or false information on the financial aid application. All financial aid awards are subject to change if the information on which they were based changes.

Central Piedmont Community College’s Financial Aid Office adjusts student awards throughout the drop/add period. After the drop/add period, no awards are adjusted unless a “never attended” or a “complete withdrawal” is received from the instructor.

A student is paid for only those courses required for graduation or as a prerequisite for courses required in their program. The award letter is based on full-time enrollment for an entire year. Full-time status consists of enrollment in a minimum of 12 credit hours. Three-quarter time status consists of enrollment in 9 to 11 credit hours. Half-time status consists of enrollment in 6 to 8 credit hours. Less than half-time status consists of enrollment in 1 to 5 credit hours. Any changes in enrollment status must be reported to the Financial Aid Office.

Awards will be divided into two payments: fall and spring. Students who were enrolled less than full-time during the fall or spring may have Federal Pell eligibility for the summer term.

For example: A student is awarded a full Federal Pell Grant award of $4,000. The student attends full-time in the fall and receives a Federal Pell Grant award of $2,000. The student attends half-time in the spring term and receives a Federal Pell Grant award of $1,000. The student will have $1,000 maximum Federal Pell remaining (according to enrollment status) for the summer term.

Financial aid awards cannot be automatically transferred from one college to another. Students must have the results of the FAFSA released to the new college. All documents in the student’s financial aid file are the property of Central Piedmont Community College and cannot be released. In addition, financial aid cannot be utilized simultaneously at two or more colleges.

Programs/Courses Ineligible for Financial Aid

Diploma or certificate programs containing less than sixteen (16) semester hours are not eligible for Federal student aid. Although the Financial Aid Office will make every effort to monitor these programs, it is the responsibility of the student to assure acceptance into a program of at least sixteen (16) semester hours in order to be eligible for federal aid. In addition, Career Development, Continuing Education, course for which credit by examination has been received and/or courses being audited by the student are ineligible for financial aid. For a list of ineligible programs a student can contact their academic counselor or the Financial Aid Office.

Clock Hour/Credit Hour Conversions

The determination of enrollment status (full, 1/4, 1/2, or less) is, by Federal regulations, different for the following seven programs of study:

- Dental Assisting (D45240)
- Machine Technology (D50300)
- Cytotechnology (C45220)
- Autobody Repair (D60100)
- Mechanical Drafting Technology (D50340)
- Electrical/Electronics Technology (D35220)
- Autobody Repair Certificate/Specialization in Autobody Repair (60100-C2)

This determination of enrollment status is different because the programs have one or more courses that cannot be used toward a two-year degree program. Enrollment status determination for the above programs involve totaling for each course the clock/contact hours a student takes each semester. The total hours are then divided by 30 to obtain the converted credits. The converted credits are then used to determine the enrollment status.

Less Than Half-time Attendance

 Federal regulations require a less than half-time budget calculation that is restricted to tuition, books, and transportation for students who are enrolled less than half-time. If a less-than-half-time enrollment status is a result of dropped or never attended classes, Federal Pell will be reduced and an over-award could occur. It is the responsibility of the student to satisfy any balance before receiving additional federal aid.

Standards for Financial Aid Progress

I. Introduction

All financial aid recipients are required to meet satisfactory academic guidelines established by Central Piedmont Community College (CPCC) and financial aid standards of progress, pursuant to Federal regulations. Central Piedmont Community College’s Financial Aid Office will abide by the following policy and guidelines.

The intent of this policy is to insure that students who are receiving federal and state financial aid are making measurable progress toward completion of a degree, certificate, or certificate program in a reasonable period of time and a reasonable number of credit hours attempted in their program of study.

II. Scope

The regulations require a student’s progress for financial aid purposes to be measured both quantitatively and qualitatively. In addition to a grade point average, students are also required to pass a minimum amount work by the end of the semester to complete their program with the maximum time frame established by the institution. To reasonably measure a student’s satisfactory academic progress for financial aid purposes toward completion of his/her degree, certificate, or diploma, the student’s academic record will be evaluated including credit hours earned at another postsecondary institution and transferred into the student’s program of study at CPCC.

If a student changes his/her enrollment status during the drop/add period, then financial aid will be adjusted accordingly.

III. Monitoring Procedures

To receive financial aid, the student must maintain satisfactory academic progress toward an eligible (16 credit hours or more) program of study. There are three criteria in the Financial Aid Office’s standards of progress.

1. The maximum length of time for which the student may receive financial aid;
2. The number of credit hours the student must earn each semester;
3. The minimum grade point average the student must maintain.

Criteria #1:

Federal regulations set the maximum time frame in which a student must complete his/her educational program in 150% of the normal length of the educational program using the number of credit hours required to earn the academic credential and to compute the 150% rate. A CPCC student is not eligible for
financial aid when the cumulative number of credit hours attempted (whether or not earned toward the student’s current program of study) is greater than 150%. This is true whether financial aid was received or the student paid for some classes from his/her resources. Once the student reaches the maximum time frame, the student’s eligibility for financial aid ends. (Note: A student’s credits which transfer in from other colleges or universities are counted as attempted, repeated and/or completed (all grades including F, W, and I) are assessed.)

Criteria #2:
The student must earn passing grades in two-thirds of attempted hours or its equivalent.

For example:

If student’s financial aid award is based on:  
Student must earn:

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Credit Hours Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>8</td>
</tr>
<tr>
<td>11</td>
<td>7</td>
</tr>
<tr>
<td>10</td>
<td>7</td>
</tr>
<tr>
<td>9</td>
<td>6</td>
</tr>
<tr>
<td>8</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

If a student takes more than 12 credit hours, two-thirds of the attempted hours must be passed.

The below will be treated as completed coursework and will be taken into consideration when calculating the number of hours completed. Attempted credit hours include the following whether or not the credit hours were paid for by financial aid:

1. Earned hours (grade of A, B, C, D)
2. Incomplete (I) grades
3. A grade of (F) or a “Withdrawal”

Note: For financial aid purposes, a) students cannot receive financial aid for audited classes and audited classes are not counted as hours attempted; b) classes dropped during the “drop/add” period are excluded from financial aid satisfactory progress determinations; c) when a student enrolls in a class and subsequently switches to another section of the same class, that class is not counted twice when computing the hours attempted.

Criteria #3:
Below is the minimum program grade point average (PGPA) the student must maintain:

2-Year Degree Program* Category

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Credit Hours Attempted</th>
<th>Program GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1–20</td>
<td>150 Program GPA</td>
<td></td>
</tr>
<tr>
<td>21–40</td>
<td>175 Program GPA</td>
<td></td>
</tr>
<tr>
<td>41–50</td>
<td>190 Program GPA</td>
<td></td>
</tr>
<tr>
<td>51+</td>
<td>200 Program GPA</td>
<td></td>
</tr>
</tbody>
</table>

1-Year Program Category

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Credit Hours Attempted</th>
<th>Program GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1–10</td>
<td>150 Program GPA</td>
<td></td>
</tr>
<tr>
<td>11–20</td>
<td>175 Program GPA</td>
<td></td>
</tr>
<tr>
<td>21–30</td>
<td>190 Program GPA</td>
<td></td>
</tr>
<tr>
<td>31+</td>
<td>200 Program GPA</td>
<td></td>
</tr>
</tbody>
</table>

1/2-Year Program Category

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Credit Hours Attempted</th>
<th>Program GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1–18</td>
<td>190 Program GPA</td>
<td></td>
</tr>
<tr>
<td>19+</td>
<td>200 Program GPA</td>
<td></td>
</tr>
</tbody>
</table>

*Note: The definitions of 1/2, 1, and 2 year programs are:

<table>
<thead>
<tr>
<th>Number of Years in Program</th>
<th>Number of Full-time Credit Hours</th>
<th>Full Semesters Taken to Normally Complete Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>1/2</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Note: Two short sessions equal one semester.

Developmental Studies Standards of Progress
Students accepted into and enrolled in eligible (16 credit hours or more) programs of study may receive financial aid while taking required developmental studies. Such students may be considered to be making satisfactory academic progress for financial aid purposes while taking up to 30 semester hours, or one year (two semesters or four “short sessions”) of developmental studies, and receiving a passing grade. Developmental hours will not be counted in a student’s 150% timeframe. However, developmental hours will be monitored to not exceed 30 semester hours and will be assessed in the student’s cumulative program grade point average (PGPA).

Repeated Courses
Financial aid will be awarded and satisfactory progress maintained when a student repeats a course for credit or inclusion in grade point average calculation. Repeated courses will be counted towards a student’s 150% timeframe. When a student repeats a course, the repeated course is included in: a) enrollment status (full, 3/4, 1/2, or less than 1/2 time) computations; b) financial aid awards; c) 150% calculations; d) PGPA calculations (highest grade is used).

IT IS ALWAYS IN THE BEST INTERESTS OF THE STUDENT TO CONTACT THE OFFICE OF FINANCIAL AID BEFORE CHANGING PROGRAMS.

Probation
The minimum credit hour completion requirement and the academic standards are assessed at the end of each semester. If a student does not make the minimum program grade point average (PGPA) or pass the minimum number of credit hours required for his or her enrollment status during the semester, the student is placed on probation for the next semester attended. Financial aid may be received during this probationary semester. Continued eligibility for aid is determined at the end of the probationary semester.

Suspension
Any student on probation who fails to make satisfactory progress during the probationary semester is suspended from financial aid for the next semester he or she attends and will not be eligible for financial aid until satisfactory progress is demonstrated. Students cannot receive funds from any financial aid program while on financial aid suspension. Awards may be canceled and the student may owe tuition and/or books upon becoming ineligible.

Students who have been reinstated from any suspension status may continue on a probationary status for at least one semester, regardless of their program grade point average (PGPA) at the end of the semester.

The College will notify the student of his/her status. However, it is the student’s responsibility to track his/her progress and not totally rely on the school’s notification. The suspension for the semester includes second session classes offered during that semester. Students on financial aid suspension are prohibited from using their aid to pay for tuition/fees; however, if the stu-
dent is academically eligible to return, the student may pay charges using his/her own funds.

IV. Reestablishing Progress after Suspension
To reestablish progress, a student must complete a semester successfully without financial assistance (the student must assume all expenses). A student must complete at least six credit hours and meet financial aid satisfactory progress standards. Satisfactory progress must be demonstrated by the end of the semester before further aid can be awarded.

Returning students who have not attended the College for two years or longer and are on financial aid suspension are eligible to receive financial aid upon returning on a probationary status.

Each student is notified in writing when placed on probation or suspension. The student allowed to return while suspended from financial aid eligibility is not automatically eligible for financial aid. If the student demonstrates satisfactory progress, the Federal Pell Grant and other types of financial aid assistance (depending on availability of funds) are reinstated at the beginning of the next semester of attendance, if otherwise eligible. Whether approved by the Financial Aid Appeals Committee or approved after one semester of satisfactory progress, the student’s status upon reinstatement will be probation.

V. Financial Aid Appeals
A student may appeal the termination of financial aid by completing an appeal form obtained from the Financial Aid/VA office and indicating in writing: a) reasons why he/she did not achieve minimum standards, b) reasons why his or her eligibility should not be terminated, but reinstated. Appeals must be submitted in writing with supporting documentation explaining any unusual circumstances that caused the student’s academic progress to be less than required. Federal law gives some examples where allowances might be made for mitigating circumstances: for instance, if a student becomes very ill or is severely injured, or if a student’s relative dies.

The Financial Aid Appeals Committee determines if justifiable evidence or extenuating circumstances exist and whether the student may receive financial aid for a specified probationary semester. Satisfactory progress must be demonstrated by the end of the specified probationary semester before further aid can be awarded.

Each appeal will be considered on its merit. Reasons may include, for example: personal illness, death, or serious illness of an immediate family member, employment changes, divorce, or separation in the student’s immediate family.

A student suspended for exceeding the maximum hours allowed for degree completion should have an academic advisor submit in writing the remaining hours required for degree completion if extenuating circumstances require the student to exceed the maximum hours limit.

Any student who is reinstated with a “stipulation” is required to meet all reinstatement stipulations in order to have continued eligibility for federal and state financial aid.

To initiate a financial aid appeal, the student must complete a Financial Aid Appeals packet and an appeals letter, and submit it along with required supporting documentation. This information will need to be submitted to the Financial Aid office at least ten working days prior to the appeal committee meeting.

Appeals after this date will be processed at the next month’s scheduled appeals meeting. The Financial Aid Appeals Committee, comprised of staff, faculty, and student members, will not review incomplete appeals.

The Financial Aid Appeals Committee normally meets from 1:00 p.m. until 3:00 p.m. the first Wednesday of each month.

The deadline to submit an appeal is eight working days prior to the date the committee meets. This deadline is usually the second Friday preceding the Appeals Committee meeting. A student may make a personal appearance at the meeting by making an appointment in the Financial Aid Office. The student will be informed of the committee’s decision within eight business days after the committee meets.

Vocational Rehabilitation Financial Assistance

In order to qualify for Vocational Rehabilitation financial assistance, a student must have a mental or physical disability as a barrier to employment. There must also be a reasonable expectation that as a result of vocational rehabilitation services the person will become gainfully employed. Each rehabilitation program is designed individually for and with the student.

The amount of the award is based on need and the type of program in which the student is enrolled. It generally pays for tuition and fees; for full or partial books and supplies; and, in some cases, for supportive services such as interpreter services, attendant services, and transportation.

Students should contact the Vocational Rehabilitation Office nearest their home or the North Carolina Division of Vocational Rehabilitation Services, P. O. Box 26053, 805 Ruggles Drive, Raleigh, North Carolina 27611-6053 or call 919.733.3364.

Veteran Affairs

Central Piedmont Community College is approved by the North Carolina State Approving Agency for the enrollment of persons eligible for education assistance benefits from the U.S. Department of Veteran Affairs. The College provides training opportunities at both college and secondary levels for veterans, eligible dependents (spouse and/or children) of service-connected or deceased veterans and 100% service-connected disabled veterans, those missing in action, and prisoners of war.

For additional information regarding these benefits, which are administered by the United States Department of Veterans Affairs, contact one of the following offices:
• County Veterans Service Office
• District Office of the North Carolina Division of Veteran Affairs
• Central Piedmont’s Office of Veterans Affairs

In addition, VA inquiries may be made at 1.888.442.4551 or http://www.va.gov/education.

To contact Central Piedmont Community College’s Veteran Affairs Office call: 704.330.6267

Apply On-line

The VONAPP (Veterans On Line Applications) website is an official U.S. Department of Veterans Affairs (VA) website which allows veterans to apply for certain benefits through the Internet.

U.S. military veterans and some service members within six months of separation or retirement can apply for compensation, pension, and vocational rehabilitation benefits.

U.S. military veterans, service members with two years of service, and members of the Selected Reserve can apply for education benefits.

VONAPP also has a link to VA Form 10-10EX, Application for Health Benefits.
**Financial Aid**

**Service-Connected Disabilities**

Persons who first entered active duty after June 30, 1985, are generally eligible. Some Vietnam Era veterans and certain veterans separated under special programs are also eligible. The veteran must have received an honorable discharge. The MGIB program provides up to 36 months of education benefits. This benefit may be used for degree and certificate programs. Remedial, deficiency, and refresher courses may be approved under certain circumstances. Generally, benefits are payable for 10 years following release from active duty.

**Converters:** Chapter 34/30, Vietnam Era GI Bill: Must have remaining entitlement on December 31, 1989, and served on active duty from October 19, 1984, through June 30, 1988.

**Chapter 1606, Educational Assistance for Members of the Selected Reserve**

This program is for members of the National Guard or Selected Reserves, since July 1, 1985. Members must be serving a six-year enlistment or re-enlistment to qualify. For more information, contact the respective National Guard or Selective Reserve Command to receive a Notice of Basic Eligibility.

Veterans may be entitled to receive up to 36 months of education benefits. Benefit entitlement ends 10 years from the date of the veteran’s eligibility for the program, or on the day the veteran leaves the Selected Reserve.

Tuition assistance, awarded by the respective branch of service, may be available to members of the National Guard or Active Duty Personnel. Eligibility requirements are available at the member’s unit command or from the CPCC Sponsor’s Desk.

**Chapter 31, Training and Rehabilitation for Veterans with Service-Connected Disabilities**

The Vocational Rehabilitation and Employment (VR&E) program is the element within the VA which assists veterans with service-related injuries to achieve suitable employment or enhance their ability to function independently at home and in the community.

**Veterans are entitled to vocational rehabilitation services and benefits if they meet all of the following conditions:**
- a combined 20 percent VA compensable disability rating as a result of active service on or after September 16, 1940;
- the veteran will receive or receive a discharge or release from active duty under other than dishonorable conditions;
- the veteran needs rehabilitation services because of an employment handicap;
- the veteran’s period of eligibility has not expired.

**Note:** Veterans may also be entitled if they have a 10 percent disability rating and either (1) VA finds that this disability causes serious employment and personal problems; or (2) the veteran first applied for vocational rehabilitation before November 1, 1990, is now reapplying for the benefit, and VA finds the veteran has difficulty getting and keeping a suitable job.

**Further information contact:** Vocational Rehabilitation, VA Regional Office, 251 North Main Street, Winston-Salem, NC 27155, Telephone: 336.631.5200.

**Chapter 32, Post-Vietnam Era Veterans’ Educational Assistance Program**

Eligible individuals are those who served on active duty and contributed up to $2,700. Individuals who are currently on active duty may make lump-sum contributions before their discharge or release up to $2,700.

Benefit entitlement is 1 to 36 months depending on the number of monthly contributions. The veteran has 10 years from release from active duty to use VEAP benefits. If there is entitlement not used after the 10-year period, the portion remaining in the fund will be automatically refunded.

**To qualify, the veteran must meet the following requirements:**
- entered service for the first time between January 1, 1977, and June 30, 1985;
- opened a contribution account before April 1, 1987;
- voluntarily contributed from $25 to $2,700;
- completed the first period of service; and were discharged or released from service under other than dishonorable conditions.

**Chapter 35, Survivors’ and Dependents’ Educational Assistance**

You must be the son, daughter, or spouse of:
- a veteran who died or is permanently and totally disabled as the result of a service-connected disability. The disability must arise out of active service in the Armed Forces;
- a veteran who died from any cause while such service-connected disability was in existence.
- a service member missing in action or captured in line of duty by a hostile force;
- a service member forcibly detained or interned in line of duty by a foreign government or power.

**Period of Eligibility**

- A son or daughter who wishes to receive benefits for attending school or job training, must be between the ages

---

**How is using this site different from visiting a VA office?**

When you use this site to complete and send an application to VA, your application will be sent directly to the VA office with jurisdiction over your application. Processing will begin right away, and you will receive a response from the VA office letting you know the status of your application.

If you apply for your educational benefits on-line, bring a copy of VA Form 22-1990, Application for Education Benefits, along with a signature page, to CPCC’s Veterans’ Affairs Office. Also, you will need to bring your Confirmation Letter once you receive it in the mail.

**VA Forms now available in VONAPP**

You have available:
- VA Form 21-526, Veteran’s Application for Compensation and/or Pension
- VA Form 28-1900, Disabled Veterans Application for Vocational Rehabilitation
- VA Form 22-1900, Application for Education Benefits

**Sites to request official military transcripts:**
- Army: Click on DA Form 5454-R
- USAF
- Navy/Marine
  - http://www.navycollege.navy.mil

---

**Veterans Educational Benefits**

**Chapter 30, Montgomery GI Bill, Active Duty**

Persons who first entered active duty after June 30, 1985, are generally eligible. Some Vietnam Era veterans and certain veterans separated under special programs are also eligible. The veteran must have received an honorable discharge. The MGIB program provides up to 36 months of education benefits. This benefit may be used for degree and certificate programs. Remedial, deficiency, and refresher courses may be approved under certain circumstances. Generally, benefits are payable for 10 years following release from active duty.

**Converters:** Chapter 34/30, Vietnam Era GI Bill: Must have remaining entitlement on December 31, 1989, and served on active duty from October 19, 1984, through June 30, 1988.

**Chapter 1606, Educational Assistance for Members of the Selected Reserve**

This program is for members of the National Guard or Selected Reserves, since July 1, 1985. Members must be serving a six-year enlistment or re-enlistment to qualify. For more information, contact the respective National Guard or Selective Reserve Command to receive a Notice of Basic Eligibility.

Veterans may be entitled to receive up to 36 months of education benefits. Benefit entitlement ends 10 years from the date of the veteran’s eligibility for the program, or on the day the veteran leaves the Selected Reserve.

Tuition assistance, awarded by the respective branch of service, may be available to members of the National Guard or Active Duty Personnel. Eligibility requirements are available at

---

**How is using this site different from visiting a VA office?**

When you use this site to complete and send an application to VA, your application will be sent directly to the VA office with jurisdiction over your application. Processing will begin right away, and you will receive a response from the VA office letting you know the status of your application.

If you apply for your educational benefits on-line, bring a copy of VA Form 22-1990, Application for Education Benefits, along with a signature page, to CPCC’s Veterans’ Affairs Office. Also, you will need to bring your Confirmation Letter once you receive it in the mail.

**VA Forms now available in VONAPP**

You have available:
- VA Form 21-526, Veteran’s Application for Compensation and/or Pension
- VA Form 28-1900, Disabled Veterans Application for Vocational Rehabilitation
- VA Form 22-1900, Application for Education Benefits

**For further information:**
- GI Bill web site: http://www.gibill.va.gov/
- Department of Veterans Affairs web site: http://www.va.gov
- Veterans’ Benefits Administration web site: http://www.vba.va.gov

**Sites to request official military transcripts:**
- Army: Click on DA Form 5454-R
- USAF
- Navy/Marine
  - http://www.navycollege.navy.mil

---

**Veterans Educational Benefits**

**Chapter 30, Montgomery GI Bill, Active Duty**

Persons who first entered active duty after June 30, 1985, are generally eligible. Some Vietnam Era veterans and certain veterans separated under special programs are also eligible. The veteran must have received an honorable discharge. The MGIB program provides up to 36 months of education benefits. This benefit may be used for degree and certificate programs. Remedial, deficiency, and refresher courses may be approved under certain circumstances. Generally, benefits are payable for 10 years following release from active duty.

**Converters:** Chapter 34/30, Vietnam Era GI Bill: Must have remaining entitlement on December 31, 1989, and served on active duty from October 19, 1984, through June 30, 1988.

**Chapter 1606, Educational Assistance for Members of the Selected Reserve**

This program is for members of the National Guard or Selected Reserves, since July 1, 1985. Members must be serving a six-year enlistment or re-enlistment to qualify. For more information, contact the respective National Guard or Selective Reserve Command to receive a Notice of Basic Eligibility.

Veterans may be entitled to receive up to 36 months of education benefits. Benefit entitlement ends 10 years from the date of the veteran’s eligibility for the program, or on the day the veteran leaves the Selected Reserve.

Tuition assistance, awarded by the respective branch of service, may be available to members of the National Guard or Active Duty Personnel. Eligibility requirements are available at
of 18 and 26 (except in certain instances). Marriage is not a bar to this benefit. This benefit may not be received while on active duty. To pursue training after military service, discharge must not be under dishonorable conditions. VA can extend the period of eligibility by the time spent on active duty. This extension cannot go beyond the 31st birthday.

- For a spouse, benefits end 10 years from the date VA declares eligibility or from the date of death of the veteran.

### Satisfactory Academic Progress

Educational assistance benefits to veterans and eligible persons will be discontinued once the student ceases to make satisfactory progress toward completion of his/her training. Veterans and eligible persons follow the same academic progress that applies to all students attending the College. These standards are described in the College Policies and Procedures section of this catalog.

Veterans and other eligible persons are required to seek academic assistance by contacting their instructor, counselor, advisor, or the CPCC’s Office of Veterans Affairs before academic difficulties place them on ‘Academic Intervention’ or ‘Academic Suspension.’

### Change of Address, Enrollment Status, Change of Program or Graduation

Students receiving veteran benefits should contact Central Piedmont Community College’s Veterans Affairs Office and complete a Change of Address and/or a Change of Program form. Students may also call the VA Regional Processing Office at 1.888.442.4551 to report a change of address.

Veterans and other eligible persons are responsible for and required to notify CPCC’s Veterans Affairs Office immediately of any pending or approved program changes, withdrawals, course substitutions and/or waivers, or graduation. Veterans are responsible to repay the US Department of Veterans Affairs for any overpayments.

### Forms

Veterans Affairs applications and forms can be obtain in Central Piedmont Community College’s Veterans Affairs Office or found at: http://www.vba.va.gov/pubs/forms1.htm.

### The Following Cannot Be Certified For VA Benefits:

- courses not leading to an educational, professional, or vocational objective (i.e. continuing education courses);
- courses previously completed successfully;
- courses taken while not admitted to a diploma, certificate or degree program;
- self-improvement courses;
- recreational programs;
- audited courses;
- courses for which credit by examination have been received;
- any course not approved by the State Approving Agency.

All policies are subject to change based on institutional and federal guidelines.