

Student Terms of Agreement

If I am awarded financial aid assistance, I hereby certify that I have read and understand the following statements:

- I am responsible for reading and understanding the RCC Office of Financial Aid and Veterans Affairs policies, including the *Satisfactory Academic Progress Policy* available online at www.randolph.edu/fin_aid, in the College Catalog or in the Office of Financial Aid and Veterans Affairs.
- I understand that my award is conditional upon enrollment in an eligible degree, diploma, or certificate program at RCC. I will inform the Office of Financial Aid and Veterans Affairs of any changes in my enrollment status.
- I understand that I must submit all transcripts (High School, GED, College, etc) to the Office of Admissions, Records and Registration in order to be eligible for financial assistance.
- I understand that I must complete placement testing, if applicable. Official test scores of other comparable tests less than three years old from any college may be accepted at RCC.
- I understand award amounts may be subject to change based on enrollment status, available funding and/or regulatory changes.
- I understand that false or incomplete information submitted by me or on my behalf may result in the cancellation of my award and may require repayment of part or all of the funds disbursed to me.
- I understand if I register for classes and decide not to attend RCC, it is my responsibility to inform the Office of Financial Aid and Veterans Affairs and to officially drop or withdraw within published timeframes. If I fail to do so, the classes and respective charges may remain on my student record.
- I am responsible for paying my tuition, fees, bookstore, and other outstanding charges if I am placed on Financial Aid Suspension or if they are not covered by my financial aid.
- I am responsible for payment of any developmental course hours in excess of 30 credit hours.
- I understand that I must notify the Office of Financial Aid and Veterans Affairs if I withdraw from classes at RCC. I also understand that excessive withdrawals may adversely affect my satisfactory academic progress and my ability to receive financial aid funding.
- I understand if I withdraw officially or unofficially from all my courses during an academic term, I may owe the College and/or U.S. Dept. of Education a portion of my financial aid.
- I am responsible for notifying the Office of Financial Aid and Veterans Affairs if I receive any scholarships, loans, employer reimbursement or other assistance from outside sources.
- I understand there is a federal regulation requiring a conversion of credit hours in the following programs: Autobody Repair (D60100) and Basic Law Enforcement Training (C55120). The converted credits are used to determine the actual enrollment status for these programs and may result in less credit hour totals than published in the College Catalog for a particular course.

Randolph Community College is an Equal Opportunity/Affirmative Action College and accommodates the needs of individuals with disabilities.