

Financial aid recipients must be aware of their rights and responsibilities relating to applying for and receiving financial aid. Cuyahoga Community College (Tri-C) and the Student Financial Aid and Scholarships (SFAS) Office has developed this document to aid in the understanding of these rights and responsibilities.

## Student Rights

- You have the right to know what financial assistance is available to you, including all federal, state, and institutional aid programs.
- You have the right to know the procedures and deadlines for submitting applications for each financial aid program (including federal, state, and institutional aid programs).
- You have the right to know how your financial aid awards were calculated, the criteria to receive each award, and how and when the funds will be disbursed.
- You have the right to seek financial aid counseling.
- You have the right to know the way Tri-C provides Title IV (federal financial aid) eligible students access to program funds for the purchase of books and supplies and how-to opt-in and -out of this process.
- You have the right to know the terms of any student employment program you may participate in.
- You have the right to know the terms and conditions of any loan received as part of your financial aid award, as well as repayment examples and options.
- You have the right to submit a Special Circumstances Application, requesting reconsideration of your financial aid eligibility if you or your family's circumstances change.
- You have the right to know how Tri-C determines whether or not you are making Satisfactory Academic Progress and what happens if you are not.
- You have the right to know Tri-C's refund policy and the Federal Return to Title IV Policy.

## Student Responsibilities

- You are responsible for completing all applications and forms accurately and submitting them to the SFAS Office correctly and on time.
- You are responsible for reapplying for financial aid each and every year.
- You are responsible for reading and understanding all materials and communications sent to you from the SFAS Office and all forms you are asked to submit or sign.

- You are responsible for requesting personal assistance if you have questions or do not understand the information provided to you.
- You are responsible for submitting documentation and information requested by the SFAS Office in a timely manner and keeping copies for your own records.
- You are responsible for checking your Financial Aid Dashboard and student email account regularly.
- You are responsible for knowing and complying with the rules governing your financial aid awards.
- You are responsible for notifying the SFAS Office of any financial awards you receive from outside resources (including scholarships, grants, Veteran's Benefits, tuition waivers, or other educational/tuition assistance) not already listed on your Financial Aid Award Letter or your Financial Aid Dashboard.
- If you borrow a student loan, you are responsible for completing loan entrance and exit counseling.
- You are responsible to repay, according to the repayment provisions of the loan fund, all loans accepted and used for educational expenses.
- You are responsible for maintaining Satisfactory Academic Progress.
- You are responsible for compliance with Tri-C's refund policy and Federal Return to Title IV Aid policy, should you withdraw from the college (either officially or unofficially).
- You are responsible for using financial aid for educational expenses incurred while attending Tri-C.
- You are responsible for the repayment of any over award of financial aid.

## Resources

[Tri-C Student Financial Aid & Scholarships Website](#)

[Federal Student Aid Website](#)