

## **Section Three: Financial Aid, Third-Party Funding, and Student Accounts**

### **CHECK POLICY**

WDTC will not accept personal checks from any person who has made a previous non-sufficient funds payment. This includes all departments on campus that accept personal checks as a form of payment. If a personal check payment made to a student's account is returned by the bank for any reason, the student agrees to repay the original amount of the payment plus the returned payment fee to the returned check collections company. Returned payments and/or failure to comply with the terms of any payment plan or agreement will result in a hold placed on the student's account. A Student Account Hold will halt registration for courses, release of student records, and any of the services offered by WDTC until such accounts are paid in full.

### **COLLECTIONS**

When a student registers for any class at WDTC or receives any service from WDTC, the student accepts full responsibility to pay all tuition, fees, and other associated costs assessed as a result of their registration and/or receipt of services. Students further understand and agree that their registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C § 523(a)(8)) in which WDTC is providing the student educational services, deferring some or all of their payment obligation for those services, and the student promises to pay for all assessed tuition, fees, and other associated costs by the published or assigned due date.

Balances on past due accounts may be turned over to an outside agency for collection. Students with delinquent accounts at collections will be responsible for all additional collection fees and will result in a hold placed on the student's account. A Student Account Hold will halt registration for courses, release of student records, and any of the services offered by WDTC until such accounts are paid in full.

### **FINANCIAL AID**

The WDTC Financial Aid Office is dedicated to administering the U.S. Department of Education's Title IV Financial Assistance Program in a fair, consistent, and efficient manner, and assisting students in seeking funding opportunities in order to fulfill their post-secondary educational goals by providing personalized assistance, accurate and meaningful interpretation of federal eligibility regulations, and guidance regarding long-term financial considerations and default management.

The Financial Aid Office provides financial assistance to students who, without such aid, would be unable to attend school. Financial Aid policies and procedures are found on the WDTC website. If you have questions, please see the Financial Aid Office.

The following information is available regarding the rights and responsibilities of students who are applying for or receiving any financial assistance from Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work-Study, and Federal Direct Student Loan Programs. The Financial Aid Office may be contacted for the student consumer information listed below.

- Continued eligibility for financial aid
- Satisfactory academic progress
- Methods and means of financial aid payment
- Responsibility of student repayment of loans and grants
- Terms and conditions of work-study employment
- Return to Title IV policy

There are many financial aid sites available on the Internet providing student financial aid assistance and information for students and their families. The websites are maintained by a variety of institutions, professional

organizations, and governmental agencies. Visit WDTC's Financial Aid Website at <http://www.wdt.edu/financial-aid/> for important links.

**General Financial Aid Eligibility Requirements:**

All financial aid recipients eligibility requirements can be found on the WDTC webpage at <https://www.wdt.edu/paying-for-school/financial-aid/eligibility-requirements/>.

**Financial Aid Application Process:**

The Financial Aid process can take 3-4 weeks to complete depending on additional information needed. Students are encouraged to submit a Free Application for Federal Student Aid (FAFSA) for the academic year they plan to enroll as soon as possible. Steps for applying for Financial Aid can be found on the WDTC webpage at <https://www.wdt.edu/paying-for-school/financial-aid/applying-for-aid/>.

**Financial Aid Summer Session:**

If planning to attend a Summer term, you need to complete the summer term application located at <https://www.wdt.edu/paying-for-school/financial-aid/applying-for-aid/>.

**Professional Judgement Review:**

The Financial Aid Office has the authority under the law (section 479A of the Higher Education Act) to make adjustments, on the basis of adequate documentation, and on a case-by-case basis, to address circumstances not reflected in a student's original Free Application for Federal Student Aid (FAFSA). Professional Judgement requirements can be found on the WDTC webpage at <https://www.wdt.edu/paying-for-school/financial-aid/applying-for-aid/>.

**Financial Aid Rights and Responsibility:**

The Financial Aid Office is responsible for processing your aid application and administering your financial aid in a timely manner. You have the right to expect equitable treatment in the consideration of your application for financial aid assistance. Each student's file is evaluated on an individual basis and financial aid is offered according to eligibility and packaging guidelines. Information on confidentiality statement, Financial Aid Disbursement, student rights and responsibilities can be found on the WDTC webpage at <https://www.wdt.edu/paying-for-school/financial-aid/rights-and-responsibilities/>.

**Financial Aid Programs and Offer Guidelines:**

Federal Pell Grant, Federal Supplemental Education Opportunity Grant, Federal Work Study, and Federal Direct Subsidized Loan are distributed based upon financial need. Various financial assistance programs can be found on the WDTC webpage at <https://www.wdt.edu/paying-for-school/financial-aid/>.

**Defaulted Federal Student Loans and/or Repayments:**

Any student who is in default on a Federal Student Loan will not receive payment for Federal Pell Grant, FSEOG, FWS, and Federal Student Loans. If a student owes a repayment on a Federal Grant, no further payments of Federal Financial Aid funds can be made to that student until the repayment has been made.

**Post-Withdrawal Disbursements:**

An eligible student who withdraws before receiving a Title IV disbursement may be eligible to receive a post-withdrawal disbursement. If the post-withdrawal disbursement includes loan funds, the student must give permission before the funds can be disbursed. WDTC may automatically use all or a portion of the post-withdrawal disbursement of grant funds for tuition and fees. Permission is required to use the post-withdrawal grant disbursement for all other school charges. Students will be notified in writing of post-withdrawal disbursement eligibility for Federal Direct Loans within 30 days of the date of withdrawal determination to offer them the opportunity to accept all or part of their disbursement for Title IV loans. A student must make arrangements to pay their student account if a balance is outstanding. Failure to make arrangements may result in turning the account over to a collection agency for processing.

### **Student Consumer Information:**

Prospective students, current students, and community members are encouraged to review Consumer Information at <https://www.wdt.edu/about/student-consumer-information/> which provides a comprehensive overview of WDTC and its practices, including crime statistics, privacy, financial aid, and other important policies.

### **Financial Aid Satisfactory Academic Progress (SAP) – WDTC Policy 4011**

Whether or not a student has or will receive financial aid, federal regulations require WDTC to establish and implement a policy to measure if a student is making satisfactory academic progress toward a degree. Federal student aid funds include but are not limited to: Unsubsidized Direct Loan, Subsidized Direct Loan, Parent PLUS Loan, Federal Pell grant, Federal Supplemental Educational Opportunity Grant (FSEOG) and Federal Work Study.

Other federal, state, and private agencies may require students to maintain satisfactory academic progress for their aid programs as well. The academic record of all students will be monitored to ensure compliance with the requirements specified below. Therefore, even the academic record of those who have not received federal student aid in the past may impact future eligibility. Satisfactory Academic Progress is measured at the end of each term (fall, spring, and summer).

See WDTC's Satisfactory Academic Process – Financial Aid Requirements at <https://www.wdt.edu/assets/docs/uploads/about/policies/4011.pdf> and <https://www.wdt.edu/paying-for-school/financial-aid/satisfactory-academic-progress/> for details.

### **Return to Title IV:**

The U.S. Department of Education requires institutions to apply the Return to Title IV Funds policy for students withdrawing from a college who receive Title IV financial aid. The Federal Title IV programs at WDTC include: Pell Grants, Direct Loans, Direct PLUS Loans, Supplemental Educational Opportunity Grants (FSEOG), and Iraq and Afghanistan Service Grant.

The requirements to return Title IV program funds when you withdraw are separate from the WDTC refund policy at <https://www.wdt.edu/assets/docs/uploads/about/policies/6007.pdf> and procedure at <https://www.wdt.edu/assets/docs/uploads/about/policies/6007procedure001.pdf>. Therefore, you may still owe funds to the school to cover unpaid institutional charges. WDTC will charge the student for any Title IV program funds that WDTC is required to return to the U.S. Department of Education.

A student who withdraws after the 60% point of a semester is entitled to retain all Title IV aid for that semester. However, if the student withdraws prior to the 60% point of the term, unearned Title IV funds as determined by the federal policy must be returned to the various programs.

See WDTC's Return to Title IV Policy at <https://www.wdt.edu/paying-for-school/financial-aid/return-to-title-iv-policy/> for details.

### **REFUND POLICY AND PROCEDURE – WDTC Policy 6007**

Students who withdraw completely from WDTC will be eligible for refunds (excluding non-refundable fees) based on the last date of attendance (LDA) at WDTC. WDTC Refund Policy can be found at <https://www.wdt.edu/assets/docs/uploads/about/policies/6007.pdf> and procedure at <https://www.wdt.edu/assets/docs/uploads/about/policies/6007procedure001.pdf>.

### **SCHOLARSHIPS**

To help make education more assessable and affordable to new and current WDTC students, scholarships are made available through the WDTC Foundation by the generosity of our donors.

Scholarship information and applications are found on MyWDT's public webpage under the scholarship tab. This includes known 3<sup>rd</sup>-Party scholarship information. Additional scholarship information including additional Build

Dakota Scholarship information and Build Dakota Industry Sponsorship information is located at <https://www.wdt.edu/paying-for-school/scholarships/>.

Scholarship GPA is determined by:

- 1) Cumulative GPA in current program of study excluding any remedial courses or cumulative GPA for current WDTC students, whichever is higher.
- 2) Cumulative WDTC GPA for returning WDTC students that have not started their new program of study.
- 3) Most recent GPA (high school or another college) for incoming students that do not have a WDTC GPA.

For more inquires or assistance with applying for scholarships, please email [WDTScholarship@wdt.edu](mailto:WDTScholarship@wdt.edu). You can also contact the Scholarship Outreach Specialist at 605-718-3064 or the Assistant Director of Scholarships at 605-718-3061.

### **TUITION AND FEES**

All tuition and fees billed to the student's account must be paid in full or a payment plan must be in place by the due date set by Student Accounts Office for each semester that the student is enrolled or upon enrollment between the set due date for the semester and the end of the add period as identified in the academic calendar found at <https://www.wdt.edu/current-students/academic-calendar>. Student schedules will be removed for all students who have not paid their bill in full, completed a payment plan, submitted third party authorization, or completed financial aid requirements. Additionally, students will be withdrawn from all courses prior to or during a semester if payment agreements are not met.