

FINANCIAL ASSISTANCE OFFICE

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The Dixie State College (DSC) Financial Aid program exists to ensure that no qualified student will be denied the opportunity to continue his or her education because of economic disadvantages. Through a program of grants, work-study, scholarships, and loans, students enrolled at DSC are able to supplement their own resources and those of their families to complete a course of study. This section is divided into two parts: Financial Aid and Scholarships.

FINANCIAL AID

Financial aid is awarded on the basis of need and other eligibility criteria established by the U.S. Department of Education and other agencies at the state level. There is no discrimination based on race, color, religion, age, sex, national origin, health-related condition, handicap, or status as a veteran.

Guidelines for Financial Aid Applications

- 1. Apply for Admission:** Students are not eligible for any financial aid or scholarships until they have been successfully admitted to DSC as matriculated, degree seeking students. Go to: <http://www.dixie.edu/admissions/> for a list of requirements necessary to be accepted for admissions.
- 2. Apply for Financial Aid:** Students must complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov. The FAFSA should be completed as soon as possible after January 1st for the upcoming academic year, using the student and parents' prior year's federal tax information (as applicable to the applicant.). The institutional code for Dixie State College is 003671.
- 3. Deadlines & "Priority" Dates:**

If you plan to enroll in:	FAFSA should be completed by:	All required paperwork must be submitted to Financial Aid Office by:
Fall Semester	May 1	July 1
Spring Semester	October 1	November 1
Summer Term	April 1	April 15

Students who do not meet these deadlines are still eligible to apply for federal student aid. However, there is no guarantee that their financial aid funds will be available to meet any tuition payment deadlines.

- 4. Application Notification Process:** Once the FAFSA application is processed, students are contacted via their Dmail (Dixie e-mail). Students are notified of missing and/or required documents needed to complete verification of the FAFSA. Once all required documents are received **and** the students' application is verified, an official "Financial Aid

Award Notification" is sent through Dmail. (Information regarding Dmail may be located in the Academic Advisement section of this catalog.) It is the student's responsibility to ensure that their balance owed for tuition and fees is paid in full. There are no guarantees that financial aid will be sufficient to cover the total balance or that it will be paid by the due date.

- 5. Student Responsibilities:** To receive Federal Title IV assistance and state assistance:
 - Student must demonstrate financial need, as determined by the U.S. Department of Education.
 - Student must have a high school diploma or GED certificate on file with the College.
 - Student must be enrolled in an eligible program of study.
 - Student must be a U.S. citizen or an eligible non-citizen.
 - Student must have a valid Social Security number.
 - Student must maintain satisfactory academic progress.
 - Student must certify that they are not in default on a federal student loan.
 - Student must register with Selective Service, if required.

After Students Have Been Awarded Financial Aid

- 1. Respond:** Students should immediately review their award notification and make a decision to accept or reject loans and work-study offers. Acceptance must be done through a student's MyDixie login access on the Dixie College website. Once awards are accepted, students will receive follow-up Dmail messages with further instructions on how to complete loan counseling and promissory notes, or how to locate work-study jobs.
- 2. Register for Classes:** Students must be enrolled in classes (leading to a degree or certificate) prior to receiving any financial aid funds. Funding amounts may vary from award notification amounts based on enrollment status.
- 3. Enrollment Requirements:** Pell Grants are prorated each semester, based on the enrolled number of credit hours (see chart below.) Pell Grant payments are locked at the end of the 3rd week of each semester (Census Date), and Pell Grant payments are adjusted up or down, based on a student's enrollment status on the Census Date. Federal Student Loans require at least 6 credit hours of enrollment and Federal Work Study requires 9 credit hours of enrollment.

Financial Aid	Required Credits
Full-time	12 or more credits
Three-quarter time	9 - 11.5 credits
Half-time	6 - 8.5 credits
Less than half-time	.5 - 5.5 credits

- 4. Completion Requirements:** Federal Financial Aid is qualitative and quantitative. Students are required to complete

67% of credit hours attempted and maintain a 2.0 Grade Point Average (GPA.) Students who fail to complete either requirement are placed on “Financial Aid Probation” for failure to make Satisfactory Academic Progress (SAP). Students who fail to meet SAP requirements a second semester are placed on “No Further Aid” status and will not receive federal financial assistance until they improve their GPA and complete attempted credit hours. Students who fail to complete any credit hours and earn zero grades in a semester will be automatically suspended from Financial Aid without probation.

Student Loan Requirements & Information

1. **Federal Direct Student Loans:** Subsidized, Unsubsidized, and Parent PLUS Loans are available to students who apply for FAFSA. First-time borrowers at Dixie State College must complete “Entrance Loan Counseling” as well as a Master Promissory Note (MPN). Information on how to locate and complete loan counseling as well as instructions for completing an MPN are sent to students via Dmail.
2. **Federal Perkins Loan:** Perkins Loans are awarded on a first come based to low income students. Recipients must contact Hailey Orr at 435-652-7607 or orr@dixie.edu to schedule an appointment to complete a Perkins Loan Promissory Note. First-time borrowers at Dixie State College must complete “Entrance Loan Counseling”. Information on how to locate and complete loan counseling is sent to students via Dmail.
3. **Work Study Awards:** Work Study Awards are made to early applicants with financial need. Students awarded work-study opportunities must complete an application and arrange for on-campus interviews. The DSC Work Study application is found at <http://www.dixie.edu/financial/employment/work-app.php> In order to assist students in finding jobs and being successful employees, the Financial Aid office has a Work Study Handbook available at: <http://www.dixie.edu/financial/employment/employee.php>.

Important Information Students Need to Know

1. **Receiving Funds:** All financial and scholarship funds go directly to a student’s DSC account to pay tuition, fees, on campus housing, and any other charges owed for the semester. Any remaining funds will be released to the student through the Business Services Office on the DSC campus. The current method for disbursing funds is through Dixie HigherOne. Disbursements are made according to the option selected by the student when he/she activates the OneCard. DSC authorizes HigherOne to mail a student his/her individual OneCard approximately ten business days after the student register for classes. Any questions regarding the HigherOne process should be addressed to the DSC Business Services Office.
2. **MyDixie & Dmail accounts:** Students are strongly encouraged to check their Dmail on a daily basis. The Financial Aid and Scholarship offices send award letters, requests for

information, deadline dates, and much more via Dmail. Students who fail to check their Dmail will miss out on important information. MyDixie is the login site students use to check their financial aid status, account status, and update their demographic information. It is very important for students to keep addresses and contact information updated and accurate. Delays in processing Financial Aid and/or disbursing funds due to a student’s failure to check his/her Dmail or because of incorrect contact information is **not** the responsibility of the Financial Aid Office..

3. **Privacy Restrictions:** Students who want parents, a spouse, or a third party to have access to their financial information must complete a release of student information request or Federal Education Right to Privacy Act (FERPA) release. Without a FERPA release on file in the DSC Registrar’s Office, Financial Aid staff will not discuss a student’s information with anyone but the student.