Financial Aid Grant Disbursement Schedule *

<table>
<thead>
<tr>
<th>FALL 2013 SEMESTER</th>
<th>SPRING 2014 SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Disbursement - End of the Week of AUGUST 14TH</td>
<td>First Disbursement – End of the Week of JANUARY 8TH</td>
</tr>
<tr>
<td>Second Disbursement – End of the Week of OCTOBER 16TH</td>
<td>Second Disbursement – End of the Week of MARCH 12TH</td>
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</tbody>
</table>

*All disbursement dates are approximations only; the Financial Aid office cannot make guarantees regarding the dates you will receive your funds. It is always recommended to have an alternate plan if there is a delay in your funding. Financial Aid disbursements (including loans) may be delayed for students on SAP Probation until their academic record is reviewed by the Financial Aid Director.

The Financial Aid Office will disburse funds by crediting your student account. Any unpaid tuition, fees, or other authorized charges may be deducted from those funds. If the disbursement amount exceeds your outstanding charges, COM’s Fiscal Services office will pay you the remaining balance in the form of a check that will be mailed to your address on file. Students can update their addresses on the MyCOM Portal or at the Admissions and Records Office.

OVERPAYMENTS:

If you are overpaid because of incorrect information submitted on your application, a re-evaluation of your financial aid file, incorrect enrollment status, receiving aid at another school, changes in Federal or State regulations or institutional administrative error, you must repay any funds that you were overpaid. Failure to repay an overpayment of Pell Grant, SEOG, or student loan funds will result in ineligibility for further Federal financial aid funds at any institution of higher education until the overpayment is repaid in full.

If you withdraw from all your classes you may be required to repay all or part of the funds you received. Contact the Financial Aid Office before withdrawing from all your classes.

CHECK CANCELLATIONS:

Checks not cashed within 30 days of disbursement may be cancelled.

It is the student’s responsibility to contact the Financial Aid Office if their check is lost, destroyed, or never received.

FUNDS DISBURSED BY COLLEGE OF MARIN FINANCIAL AID SYSTEM

PELL Grant

Pell Grants are disbursed in two payments each semester, according to the check disbursement schedule (above). The amount is based on the number of units in which you are enrolled at the time of disbursement.

- If you increase units prior to the census, you will receive an adjustment check reflecting any additional grant funds you are due. If you register for a late starting class you may need to notify the financial aid office in order to receive an adjustment check.
- If you drop units, your second disbursement check will be adjusted accordingly.
- If a drop in units creates an overpayment for the semester, you will be required to repay the funds. (In the event of an overpayment notice of amount owed will be mailed to student.)
The Pell Grant amount on the award notification letter assumes full-time enrollment. Grants will be prorated as follows:

<table>
<thead>
<tr>
<th>Units</th>
<th>Time</th>
<th>Prorated Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 or more</td>
<td>full time</td>
<td>100% of award letter amount for semester</td>
</tr>
<tr>
<td>9 – 11.5 units</td>
<td>¾ time</td>
<td>75% of award letter amount for semester *</td>
</tr>
<tr>
<td>6 – 8.5 units</td>
<td>½ time</td>
<td>50% of award letter amount for semester *</td>
</tr>
</tbody>
</table>

* in most cases

**SUMMER PELL**

Pell Grants are only available to students who have remaining Pell Grant eligibility for the 2013-2014 academic year. Students who have already received all of their awarded Pell Grant funds will not be eligible for a Summer Pell Grant award. Students must have complete 2013-2014 financial aid application on file to be considered for Summer Pell Grant.

*Please note that students can only receive Pell Grant for up to 12 semesters or the equivalent.* Keep this in mind before accepting a Summer Pell Grant award. For more information go to: [http://www.marin.edu/WORD-PPT/RecentChangestotheStudentAidPrograms.pdf](http://www.marin.edu/WORD-PPT/RecentChangestotheStudentAidPrograms.pdf)

If you receive Summer Pell grant funds, you must attend the classes you enroll in. If you receive Pell grant funds and do not attend your classes (or drop your classes), you must return any Summer Pell grant funds to the Financial Aid Office. Failure to do so will result in a 2013-2014 Pell Grant overpayment. You will not be able to receive any Federal financial aid in the future until full payment is made.

*Please note this policy is subject to change based on changes in Federal Policy.*

**SEOG (Supplemental Educational Opportunity Grant)**

Funds are disbursed twice a semester, according to the College's Financial Aid Disbursement Schedule. Students must be enrolled in at least 6 units to be eligible for SEOG. SEOG funding is limited, and therefore not all students who meet eligibility requirements can be funded.

**EOPS (Extended Opportunity Programs & Services) & CARE Funds (Child Care, Travel, Books, Grant)**

Book Grants awarded by EOPS may be disbursed by check, debit card, or book grant voucher. CARE Grants may be disbursed by check or debit card.

**Cal Grant**

Cal Grants are based on enrollment status and disbursed by the College as funds are made available by the state.

**Federal Direct Loans**

Loan disbursements will only be scheduled after the loan application process is complete and disbursement is approved by the Department of Education. This typically takes 3-4 weeks. Loan funds are generally paid in one disbursement within the semester. No loan disbursements will be scheduled prior to the beginning of the semester. Applying for loans late or delays in completing any portion of the loan request process will directly result in delays in scheduling a student’s disbursement. Loan funds for new borrowers must be held for disbursement until 30 days into the semester. Students who take loans for only one semester will have their funds paid in two disbursements within that semester.

**Note:** If a student has outstanding fees or any debt with the College of Marin, those funds may be deducted from his/her Financial Aid disbursements.

**HOW OTHER FINANCIAL AID FUNDS ARE DISBURSED**

**BOGW Fee Waiver**

Waivers of enrollment fees are automatically applied to the student account. Students who pay these fees out of pocket and then receive a waiver must apply to the Admissions Office for a refund. If fees are deducted from Pell, contact the Financial Aid Office to request a refund. Refunds will not be issued automatically.

**Work-Study Paychecks**

Money earned under the Federal Work-Study program is paid monthly, according to the College's payroll schedule.

**Outside Scholarships & Grants**

Disbursement of outside scholarship and grant funds varies based on the awarding organization’s own criteria. If you are the recipient of an outside scholarship, please contact the awarding organization and the Financial Aid Office to determine how the funds will be disbursed.