

## CONDITIONS OF AWARD

1. This Financial Aid Award Letter supersedes any previous Award Letter.
2. **We reserve the right to modify your award(s) at any time due to changes in your financial aid eligibility or the availability of funds. Award amounts can change due to Federal and State funding. For 2011-12 this may impact, among our awards, the Federal PELL and SEOG grants and the State of Idaho Promise B Scholarship.**
3. All changes to information submitted on your financial aid application materials *must* be reported immediately to the Financial Aid Office (Scholarships, Veterans benefits, BIA, Tribal, Vocational Rehabilitation, JTPA, Alternative/Private loans, the number of credits enrolled, etc.). The LCSC Financial Aid Office accepts no responsibility for the availability or funding of external scholarships from donors or agencies. Any questions or concerns should be directed to those donors and agencies directly.
4. Changes in address, name, or residency status should be reported to the Registrar's Office immediately.
5. All financial aid recipients must be admitted as a degree or certificate seeking student and maintain satisfactory academic progress. **Failure to comply with the Lewis-Clark State College (LCSC) Satisfactory Academic Progress Policy makes this award offer null and void.**
6. In order for your awards to be credited to your account (work-study is the exception and does not credit to your account) you must be registered for the number of credits for which you are awarded.
  - a. Full time = 12 or more
  - b. Three quarter time = 9-11
  - c. Halftime = 6-8
  - d. Less than half time = 1-5All awards will be disbursed per term according to enrollment status. It is your responsibility to be registered for the correct number of credits. Residual checks are distributed by the Controller's Office. Contact the Controller's Office with questions regarding disbursement procedures.
7. For loans:
  - a. If this is your first loan at LCSC, you must complete a Master Promissory Note (MPN) at [www.studentloans.gov](http://www.studentloans.gov) before your student loan will be disbursed.
  - b. To borrow *less* than the loan amount indicated on the first page of your Award Letter, enter the amount you would like to borrow and initial the change. Note: You must use your full Subsidized eligibility before using the Unsubsidized loan.
  - c. Your loan will be disbursed in two disbursements regardless of enrollment period.
  - d. **First time borrowers must complete an online Loan Entrance Counseling session before funds will be disbursed. In addition, a 30-day hold is required for first year, first time borrowers. Borrowers who are graduating in the current year must complete an online Exit Loan Counseling session within 20 days of the end of the semester. The Entrance Counseling session can be completed at [www.studentloans.gov](http://www.studentloans.gov). The Exit Counseling session can be completed at [www.nsls.ed.gov](http://www.nsls.ed.gov).**

8. Certain scholarships may have additional credit and/or GPA requirements. Please read your participation agreements/contracts carefully. All scholarship contracts and thank you notes must be submitted before any monies will be transmitted to your account.
9. **It is the student's responsibility to become familiar with and to comply with the contents of all LCSC Financial Aid publications. (e.g. The Satisfactory Academic Progress Policy)** Consumer information is available online at [www.lcsc.edu](http://www.lcsc.edu).
10. If you are awarded work-study for the 2011-2012 academic year, you should be aware that this is a **tentative award**. Job postings will be available at the Financial Aid Office, Career and Advising Services, and on the Financial Aid website starting August 1, 2011. In order to finalize your work-study award, you must complete the following steps before the posted deadline:
  1. Find and secure a job on campus.
  2. Pick up a Work-study Authorization Form from the Financial Aid Office.
    - a) Have your campus employer complete the form.
    - b) Return the form to the Financial Aid Office.

If funds are available at the time the authorization form is **returned** to the Financial Aid Office, your work-study award is finalized. Work-Study students are paid through regular campus payroll every two weeks. To set up direct deposit, contact the Human Resources Office.
11. This Financial Aid Award is **NOT VALID UNTIL YOU**
  - a. **Check "YES" OR "NO" for each award**
  - b. **Sign the Award Letter**
  - c. **Sign and date this form**
  - d. **Return all completed and signed documents to the Financial Aid Office by the date specified on the Award Letter**

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By signing below, I certify that I have read and understand the Conditions of Award.

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Student Signature

\_\_\_\_\_

Date

**If you are receiving an Idaho Promise Scholarship or an Idaho Opportunity Scholarship, you must read and sign the following:** By accepting this award I certify that I am an Idaho student; I understand these funds are solely for educational costs; and I will use them for that purpose. I also understand that if I do not maintain eligibility requirements, I may be required to return all or a portion of the funds.

\_\_\_\_\_

Student Signature

\_\_\_\_\_

Date