

JCCC FINANCIAL AID PROCESS

1 APPLY

Apply for admission if you have not been enrolled at JCCC during the past two years.

1. Go to jccc.edu and click Apply.
2. Follow up and ensure your Personal Admission Plan checklist is complete.
3. College Now/Quick Step? Submit major change to declare program of study.

Complete the FAFSA.

1. Go to fafsa.gov to complete it.
2. Be sure to list JCCC's school code: 008244.

Complete the JCCC Scholarship Application.

1. Go to jccc.edu and log in to MyJCCC with your JCCC username and password.
2. Find the *Financial Aid & Scholarships Card*.
3. Click on the Scholarship Portal link and complete the application for the appropriate aid year.
4. Watch your student email for notifications from JCCC about additional JCCC scholarship opportunities or visit jccc.edu/scholarships.

2 SEND TRANSCRIPTS

Transcripts may be required in certain situations.

Check your financial aid requirements to verify if transcripts are required.

Transcripts for scholarship eligibility:

- Incoming high school students must send official 7th semester high school, home school, or official GED transcript to be considered.
- Transfer students may use high school or college GPA for consideration; associated official transcripts must be on file.

Any transcript received will be evaluated and included as part of your official JCCC record. All transcripts on record will be reviewed for Satisfactory Academic Progress (SAP) status. Students transferring in more than 80 attempted or accumulated hours may be required to appeal before financial aid can be offered and/or paid.

For students educated outside the United States, submit to the Financial Aid Office all original mark sheets, transcripts and national exam scores from all secondary schools attended; including English translations.

All transcripts must be sent from the issuing institution directly to JCCC:

JCCC Admissions, Box 41
12345 College Blvd.
Overland Park, KS 66210

or send electronically to: jccadmissions@jccc.edu.

3 ENROLL IN CLASSES

To be eligible for federal aid, your courses must be required for your program of study. Review your **DegreeCheck** audit (in MyJCCC) to ensure your courses are required.

4 FOLLOW UP ON YOUR FINANCIAL AID APPLICATION

Activate your student email account if you are a first-time user.

Check your student email often as it's the main method of communication with students.

Check for missing requirements and submit all requested forms/documents.

1. Go to jccc.edu and log in to MyJCCC with your JCCC username and password.
2. Find the *Financial Aid & Scholarships Card*.
3. Select *My Financial Aid*
4. Select the appropriate *Aid Year*.
5. Review and complete any missing requirements.
6. Once all requirements are complete, your account will be reviewed for a financial aid offer. New aid year packaging for the next fall begins in mid-April.

5 ACCEPT OR DECLINE YOUR FINANCIAL AID OFFER

You will receive an email in your student email account when your offer is ready for you to accept or decline.

1. Go to jccc.edu and log in to MyJCCC with your JCCC username and password.
2. Find the *Financial Aid & Scholarships Card*.
3. Select *My Financial Aid*.
4. Select the appropriate *Aid Year*.
5. Click on *Award Offer*.
6. Review Financial Aid offer(s) available to you and decide on partial or full acceptance. You may also decline an offer. To accept a partial offer, you can adjust the amounts you will accept by selecting the drop-down option under *Take Action*. Grants are accepted automatically.
7. If required, read and review *Terms and Conditions* of accepting aid.
8. Review any unsatisfied disbursement requirements. These could include Loan Counseling and Master Promissory Note (MPN). All must be satisfied before aid will disburse.

Once you have enrolled and accepted your financial aid online, your classes will be protected from being dropped on the payment deadline.

Get Your JCCC ID Card.

Be sure to obtain your JCCC ID card at the Student Engagement Desk (Student Center, first floor).



6 VERIFY YOUR FUNDS ARE READY TO DISBURSE

- Repeat courses and courses not required for your program of study could affect the amount of your originally accepted financial aid.
- All requirements must be satisfied and you must be enrolled in classes in order for aid to be disbursed and then refunded to you.
- Generally, your financial aid refund (minus tuition, books and other charges) will be sent out approximately three to four weeks after the start of the semester.
- If you are enrolled in late-start classes or if you are a single-semester loan borrower, your refund could be delayed.

DO YOU HAVE THE PELL GRANT?

The amount of your Pell Grant that will disburse is determined by the number of eligible credit hours in which you are enrolled. The Pell disbursement amount, shown by clicking the My Financial Aid link on the Financial Aid & Scholarships card, is based on enrollment intensity during the fall and spring semesters. Consult the table below to determine approximately how much will be available to you:

Status for All Terms

Full-time status (12 or more credit hours)	100%
3/4-time status (9-11 credit hours)	75%
1/2-time status (6-8 credit hours)	50%
Less than 1/2-time status	varies

DO YOU HAVE A STUDENT LOAN?

Remember that you must be enrolled at least half-time (6 or more eligible hours) to receive federal student loans.

JCCC FINANCIAL AID OFFICE

12345 College Blvd.
Overland Park, KS 66210-1299
finaid@jccc.edu
913-469-3840 | 913-469-2310 (fax)
Student Center, 2nd floor
jccc.edu/financialaid

Information printed on this publication is subject to change without notice.

NOTICE OF NONDISCRIMINATION: JCCC is an equal opportunity, equal access institution and affirmative action employer. JCCC does not discriminate on the basis of sex, race, color, national origin, ancestry, disability, age, religion, marital status, parental status, military status, veteran status, sexual orientation, gender identity, genetic information or other factors that cannot be lawfully considered in its programs and activities, which includes employment and admissions, as required by all applicable laws and regulations. Inquiries concerning JCCC's compliance with its nondiscrimination policies (including Title IX, Title VI and Section 504 inquiries) may be referred to a Title IX Coordinator (TitleIX@jccc.edu), or Director of Human Resources, or the Dean of Students and Learner Engagement at Johnson County Community College, 12345 College Blvd, Overland Park, KS 66210, 913-469-8500; or to Office for Civil Rights, Kansas City Office, U.S. Department of Education, One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, Telephone: 816-268-0550, Facsimile: 816-268-0559, Email to: OCR.KansasCity@ed.gov.

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7 USE THE BOOK ADVANCE

WHAT IS A FINANCIAL AID BOOK ADVANCE?

If you are enrolled in classes and your financial aid has been accepted, a book advance allows you to charge books against your excess financial aid at the JCCC Bookstore. **A book advance is not additional financial aid.** If you are eligible for a book advance, you will receive an email in your student email account when it becomes available for an upcoming semester.

HOW DO I USE MY BOOK ADVANCE?

The book advance will be loaded on your JCCC ID card and you will receive an email notification. You must have your JCCC ID card to use a book advance—NO EXCEPTIONS.

Simply go to the JCCC Bookstore or preorder at bookstore.jccc.edu. Choose your books and use your ID card as form of payment. To find out what books you need, consult bookstore.jccc.edu.

8 HOW TO RECEIVE YOUR FINANCIAL AID REFUND

Set up direct deposit through MyJCCC by clicking *Pay for Classes* on the *Enroll and Pay* card. Go to the *Refunds* tab to begin. For the latest refund date information, refer to the Financial Aid website.

9 WHAT ABOUT FUTURE FINANCIAL AID?

DOES MY ACADEMIC PERFORMANCE AFFECT MY FINANCIAL AID ELIGIBILITY?

Yes, it does. You must meet minimum Satisfactory Academic Progress (SAP) standards each semester. The following are the minimum SAP standards (all transfer hours are included in the calculation):

- Maintain a minimum GPA of 2.0
- Successfully complete 66.667% of all coursework attempted
- Complete your academic program within 150% of the published length of the program
- Do not drop or withdraw from all courses in which you have been paid federal aid

You can view your current SAP status in your MyJCCC account. Find the *Financial Aid & Scholarships* Card, select *My Financial Aid*, select the appropriate *Aid Year*, then go to *Satisfactory Academic Progress*.

HOW OFTEN DO I NEED TO APPLY FOR FINANCIAL AID?

You must apply for financial aid and JCCC scholarships every year. The earlier you apply, the better your chances are to qualify for limited federal aid funds, such as the Supplemental Educational Opportunity Grant and Federal Work-Study. Check jccc.edu/financialaid for dates and deadlines.