PAYMENT OF FINANCIAL AID AWARDS

FINANCIAL AID DISBURSEMENT PROCEDURES AND REQUIREMENTS: All Grossmont College students now have the option of getting financial aid awards faster than a check. Select how you would like to receive your funds: Direct Deposit to a checking or savings account is one option and the funds generally post into your account within 2-3 business days from the date of your scheduled disbursement. The other option is the GCCCD Cash Card, a Money Network enabled Master Card. Funds are deposited onto your GCCCD Cash Card the same day of your scheduled disbursement. Please visit our website at http://www.gcccd.edu/cashcard/ for more information and sign up. We strongly encourage all students to sign up for either Direct Deposit (also known as ACH) or the GCCCD Cash Card. For students who do not select either the Direct Deposit or the Cash Card option, you will be sent a check by Money Network on your disbursement date and mail delivery could take 7-10 days.

Grossmont College will not, however, disburse federal funds to a student who is enrolled in only second eight week classes until after the 1st week of instruction for that particular session; regardless of the disbursement dates listed on your award letter. Please read the information on your disbursement schedule very carefully. In addition, students who are enrolled in all on-line coursework and who are residing in another state will not be eligible for Financial Aid disbursements from Grossmont College. Furthermore, if you owe course enrollment fees, out-of-state tuition or the campus health fee at the time of your disbursement, the amount you owe will be automatically deducted from your financial aid disbursement to be applied to your outstanding balance.

Checks are mailed to the address listed on file with the Admissions & Records Office. If this address is incorrect or if your address changes at any time, you must change your address in the Admissions and Records Office or go to WebAdvisor (after logging into WebAdvisor you can update your mailing and e-mail address information by selecting the Students tab and then select Update Personal Information under the User Account section). Checks will be returned to the college even if you file a change of address notice with the post office. If you do not receive your check within 15 business days, you may file a Replacement Check Request with the college Cashier’s Office.

On Census day, you must be enrolled in 12 units to keep an FSSG (Full-time Student Success Grant) or SEOG (Supplemental Educational Opportunity Grant) award. If you are receiving SEOG and you drop below 9 units after Census Day, your SEOG check will be cancelled. If you have been awarded financial aid as a half-time, three-quarter time or full-time student and your drop below 6 units your financial aid may be cancelled for the entire year. If at any time you completely withdraw from school, your financial aid may be cancelled for the entire year.

When your Direct Student Loan application has been processed, you will receive a Master Promissory Note (MPN) with your certified Direct Loan amount. Direct Loans will be disbursed beginning September for Fall 2016 and February for Spring 2017 and your specific disbursement dates are also listed on your on-line disbursement schedule. If you are a First-Time Borrower at Grossmont College, your first disbursement will be delayed until a minimum of 30 calendar days after the start of the semester. Please contact your Financial Aid Advisor if you have questions regarding the exact disbursement dates for your specific loan. Loans are disbursed in two payments.
If your award letter indicates eligibility to participate in the **Federal Work Study Program**, actual job placement and salary will be dependent upon your skills, availability of funds and available positions. You will not receive a paycheck until you have completed the hiring process through the Financial Aid Office and are actually working. Work-study time sheets are to be turned in on the 10th day of each month and work-study paychecks will be disbursed on the last day of each month at the Campus Business Communications office. If you do not begin the hiring process within 15 business days of your award notification, your work-study award may be cancelled.

**IDENTIFICATION REQUIREMENTS:** To pick up a check at the Cashier's window, you must show one of the following forms of identification: State Driver's License, State Issued Identification Card, Military I.D., a valid Passport or a Resident Alien Card. A check will *not* be disbursed to you unless you have one of the above forms of identification. This policy is for your protection - to insure that another person does not pick up your check.