



# EASTERN ARIZONA COLLEGE

## Rights and Responsibilities of Students Receiving Financial Aid

As a recipient of financial aid, students have certain rights and responsibilities. The rights and responsibilities of students receiving financial aid are outlined below.

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### Student's Rights

As a recipient of financial aid, you have the right to obtain information about the following:

1. Financial aid programs available at Eastern Arizona College, including information on federal, state, and institutional financial aid programs.
  2. The cost of attendance.
  3. Financial aid regulations, policies, and procedures.
  4. Eligibility criteria for Title IV programs.
  5. Financial Aid Office policies surrounding satisfactory academic progress.
  6. The application process for financial aid and the criteria used to select recipients and calculate financial need.
  7. Monthly and total repayment options available at Eastern Arizona College.
  8. The method by which financial assistance disbursements will be made and the frequency of those disbursements.
  9. Refund and repayment policy.
  10. Special facilities and services available for the handicapped.
  11. Information on how to obtain books and supplies by the seventh day of the semester.
  12. General conditions and terms applicable to student employment.
  13. You have the right to expect notification of your financial aid offer and any adjustments to it.
  14. You have the right to expect your financial aid eligibility will be determined in an equitable manner consistent with federal and state regulations and institutional policies.
  15. You have the right to expect that your financial records, your parents' financial records, and your award information are kept confidential in accordance with the [Family Educational Rights and Privacy Act of 1974 \(FERPA\)](#).
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### Student's Responsibilities

As a recipient of financial aid, you are responsible for the following:

1. Providing complete and accurate information used to determine your eligibility for aid.
2. Completing all forms accurately and by the published deadlines.
3. Submitting information requested by Financial Aid and Veteran Services staff in a timely manner.
4. Selecting and enrolling in a degree or certificate program.
5. Keeping the Financial Aid and Veteran Services Office informed of any changes in address, name, marital status, financial situation, or any change in student status.

6. Notifying the Financial Aid and Veteran Services Office of all changes in enrollment status or declared major.
7. Notify the Financial Aid and Veteran Services Office if you plan to stop attending all courses.
8. Maintaining satisfactory academic progress.
9. Reapplying for aid each academic year.
10. Following the specific procedures for obtaining reasonable and appropriate accommodations or academic adjustments for a disability.
11. Reporting any additional assistance from non-institutional sources such as scholarships, loans, educational benefits, and V.A. benefits to the Financial Aid and Veteran Services Office. When the receipt of additional resources results in an over-award, you may be required to pay back a portion of your financial aid received, and financial aid for subsequent terms may be reduced. An over-award occurs when financial aid and resources exceed your need or the cost of attendance.