Financial Aid Office

The mission of the Leeward Community College Financial Aid Office is to promote access to higher education and to support student success.

Several types of financial aid - federal, state, and institutional - are available to eligible students: grants, part-time employment (Federal Work Study), loans, and scholarships. All financial aid programs are subject to change due to legislative action or the availability of funds.

Federal awards are made without regard to age, gender, race, religion, or ethnic origin. Complete financial aid policies are available at the Financial Aid Office or through the financial aid website: https://www.leeward.hawaii.edu/finaid.

How to Apply

Online at https://studentaid.gov/h/apply-for-aid

- Students (and their parents, if applicable) must have an FSA ID. An FSA ID can be created at https://studentaid.gov/fsa-id/create-account/launch.

Application Deadline

Early submission of the FAFSA (Free Application for Federal Student Aid) is highly recommended because many scholarship programs have a March 1 deadline. The priority deadline for filing a FAFSA at Leeward CC is March 1 preceding the academic/school year for which financial aid is sought.

For more information on applying for aid, important dates, and deadlines, please visit: http://www.leeward.hawaii.edu/finaid

Basic Eligibility

The applicant must:

- Be classified in an associate's degree program or an aid eligible certificate program at Leeward Community College.
- Be a U.S. citizen or an eligible non-citizen (permanent resident).
- Have a valid Social Security Number (unless the student is from the Federated States of Micronesia, Republic of the Marshall Islands, or the Republic of Palau).
- Not be in default on a loan or owe a refund on a federal grant.
- Have demonstrated financial need.
- Have a high school diploma or the recognized equivalent (GED).
- Be making satisfactory academic progress toward a degree at Leeward Community College.
Documentation Requirements

In addition to submitting the FAFSA, students may also be required to submit additional documents to the Financial Aid Office for award processing. The College verifies all financial aid applicants chosen for verification by the Federal processor. (Students chosen for verification will be required to submit additional documentation.)

Students must adhere to the deadlines required for document submission. Students who experience difficulties in completing documentation or verification requirements should contact the Financial Aid Office before the deadlines expire. Failure to provide the necessary documents can result in the termination of all financial aid benefits for the year.

Eligible Degree Programs/Courses

To receive aid, students must be a classified student in an aid-eligible associate degree or certificate program. If a student's degree program changes to an ineligible degree program after being awarded, financial aid will not disburse, or the student will need to return aid. Please remember that financial aid can pay only for courses that apply to a student's degree or certificate program.

Satisfactory Academic Progress

Is an academic progress standard set by the U.S. Department of Education and used by Financial Aid to determine students' eligibility for federal financial aid. Students receiving Financial Aid must maintain a minimum cumulative GPA of 2.0 and successfully complete 67 percent of all credits attempted. Failure to do so may result in students being deemed ineligible to receive aid. Students on financial aid suspension can still take classes but have to pay for their classes on their own.

Award Offer/Financial Aid Package

The Financial Aid Award Offer, also known as Financial Aid Package, is a conditional offer of financial aid for the academic year. The award offer is based on student needs, enrollment levels, living situation, and the availability of aid. Financial need is determined by subtracting the Expected Family Contribution (EFC) from the cost of attendance, which includes tuition, fees, books, supplies, transportation, room, board, and miscellaneous personal expenses. The financial aid package offered may be a combination of gift-aid (grants and scholarships) and self-help (loans or part-time employment).

The initial financial aid award offer will generally be based on full-time enrollment (12 credits or greater) for an academic year (Fall and Spring semester) at Leeward CC, unless the recipient is planning to graduate at the end of the Fall semester, or entering in the Spring semester, or nearing maximum timeframe (SAP*). Award offer will be adjusted for enrollment levels less than full-time. Changes in enrollment level (adding or dropping classes) after aid has been disbursed may require the financial aid office to recalculate the student's award offer, and the student may be required to pay back to the aid program and/or have an outstanding obligation at the institution.

Financial aid recipients are required to inform the Financial Aid Office if they are receiving outside financial resources (all scholarships or financial resources not administered by Leeward Community College’s Financial Aid Office). An adjustment to the award offer may be necessary to reflect the increase in resources.

Students always make the final decision to accept or decline any part of the financial aid award package offered.

Disbursement of Aid

Financial aid will be applied electronically to outstanding registration charges approximately ten days prior to the first day of instruction for each semester unless the Award Offer is finalized after the start of school or the student has any
outstanding requirements. Any excess monies will be refunded to the student via paper check (sent through U.S. mail) or directly deposited into a designated bank account within ten business days from the date of disbursement. Students may sign up for electronic (eRefunds) through the MyUH Services Portal.

**Withdrawing from School**

If a student completely withdraws from classes (dropping of all courses) or a student begins attendance and fails to earn a passing grade in at least one course over the entire term (known as an Unofficial Withdrawal), the student is subject to the Return of Title IV refund calculation as dictated by federal regulations.

**Types of Aid**

**Federal Pell Grant:** A grant for students with financial need pursuing their first bachelor's degree.

**Federal Supplemental Education Opportunity Grant (SEOG):** A grant for students with exceptional financial need enrolled for a minimum of 6 credits. Funding is limited.

**Federal Work-Study:** Wages earned through student employment. Available to students with financial need who indicate interest in the fund on the FAFSA. Students must enroll for a minimum of 6 credits. Funding is limited.

**Federal Direct Students Loans:** There are two federal fixed-rate loans. Both require students to enroll for a minimum of 6 credits; repayment begins 6 months after the student graduates or ceases to be enrolled in at least 6 credits.

- **Federal Direct Subsidized Loan:** A loan for students with financial need. Interest is subsidized by the U.S. Department of Education while the student is enrolled in at least 6 credits.

- **Federal Direct Unsubsidized Loan:** A loan that is not based on financial need. Interest begins to accrue from the time the loan is disbursed.

**Federal Direct Parent PLUS Loan:** A federal fixed-rate loan for parents of dependent students. Requires students to enroll for a minimum of 6 credits. Repayment begins 60 days after the second disbursement.

**Institutional and State**

**Institutional Grants:** There are several grants available to students with financial need who enroll for a minimum of 6 credits. Requirements may differ among the grants. Funding is limited.

**Hawaii B Plus Scholarship:** A state scholarship for recent Hawaii public high school graduates with financial need. Requires a minimum enrollment of 12 credits. Students must submit an official high school transcript that reflects a cumulative GPA of at least 3.0 and completion of a rigorous high school curriculum. Funding is limited.

**Hawaii Promise Scholarship:** A state scholarship for students with financial need who are pursuing their first bachelor's degree. Students must be Hawaii residents, or qualify for an exempt status that pays in-state tuition and enrolled for a minimum of 6 credits. Funding is limited.

For more detail of our types of aid, visit: [http://www.leeward.hawaii.edu/typesofaid](http://www.leeward.hawaii.edu/typesofaid)

*Footnote:*

*Satisfactory Academic Progress (SAP):* Is an academic progress standard set by the U.S. Department of Education and used by Financial Aid Offices to determine students' eligibility for federal financial aid. Students receiving financial aid must maintain a minimum cumulative GPA of 2.0 and successfully complete 67 percent of all credits attempted. Students must also complete their degree program within 150 percent of the credits required for their degree program. Failure to do so may result in students being deemed ineligible to receive aid. Students on financial aid suspension may still take classes at the college but will need to finance them in another way.
Being placed on Financial Aid Probation and Financial Aid Suspension due to SAP is not the same as being placed on Academic Probation and Academic Suspension via the College’s Unsatisfactory Academic Progress Policy (UAP). Complete information on the College’s UAP Policy can be found on page 250 (Link).

Additionally, the academic progress standards used to determine eligibility for federal student aid is also separate and distinct from the academic progress standards used to determine eligibility for VA benefits. Complete information regarding VA benefit eligibility can be found on page 98 (Link).