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Certification of Receipt of Ocean County College Refund Policy

Check each box as you read:

- 1. By my signature, I attest I have received a copy of the Ocean County College Refund Policy as posted on the Ocean County College website, <http://www.ocean.edu/admissions/refund.htm>.
- 2. I understand that I must formally withdraw from my courses prior to the beginning of the term in which I have registered to receive a 100% credit of tuition and certain fees.
- 3. I understand that I will be credited 100% of tuition and certain fees if the course(s) in which I am enrolled for a given term is/are cancelled by Ocean County College.
- 4. I understand that if I officially withdraw from my courses between the first day of class up to and including the official attendance census date of the semester/term I will only be credited 50% of tuition and certain fees.
- 5. I understand that the following fees are non-refundable: Registration, Tuition Deposit, Certificate, Graduation or Tuition Payment Plan.
- 6. I understand that it is **MY** responsibility to officially withdraw from classes during the appropriate refund periods if I am to receive a refund or credit.
- 7. If I fail to withdraw from a specific Term prior to the beginning of that Term and do not attend classes at all for that Term, **all eligibility for that Term is rescinded.**
- 8. I understand that the phrasing in statement seven (7) "all eligibility for that Term is rescinded" includes **ALL FINANCIAL AID ELIGIBILITY**. Financial aid cannot be applied to charges in a term for which I never attended. Classes held based upon a Financial Aid Protect or Pending Aid are **NOT** considered valid grounds to appeal charges for failure to formally withdraw from a semester within the specified time. A student may **NEVER** assume classes will be dropped especially if they anticipate receiving Financial Aid. Financial Aid includes: Stafford Loans, PLUS loans, Pell grants, ACG grants, SEOG grants, NJSTARS, NJTAG, EOF, scholarships from any source, Federal Work-Study, and Private Loans (e.g., NJCLASS, CitiAssist).
- 9. In addition, by federal regulation (HEA, Section 484B, 34 CFR 668.22) I must attend 60% of the term to be entitled to **ALL** aid for which I was determined eligible through the processing of my FAFSA (Free Application for Federal Student Aid) results.
- 10. I understand that "telling" any Ocean County College faculty or staff member that I will not be attending class for the term in which I have registered does **NOT** release me from the responsibility of formally withdrawing from my classes prior to the start date. The formal withdrawal process is explained in the Refund Policy of which I have received a copy.
- 11. I understand that if I have applied for a student loan but fail to enroll at least half-time (6 credits) or maintain at least half-time enrollment at the time of disbursement, I will be ineligible to receive student loan proceeds.

Printed

Name of Student: _____ Student ID#: _____

Student Signature: _____ Date: ____/____/____

White Copy – OCC Financial Aid Office

Yellow Copy - Student

A public two-year community college sponsored by the County of Ocean and the State of New Jersey