



Financial Aid Award Terms and Conditions

The Award Notice

This Award Terms and Conditions document includes information associated with award sources offered for the fall and/or spring semesters. Summer financial aid is reviewed later in this document. By accepting the financial aid awarded, the student certifies that (s)he will maintain the minimum [*standard of academic progress*](#) to maintain general eligibility for financial aid and understands, agrees with, and will abide by these conditions.

The standard practice of the Office of Financial Assistance & Veterans Affairs (OFA & VA):

1. Assumes students will be attending full-time (12 hours undergraduate, 6 hours graduate) during both the fall and spring semester.
2. Provides students and parents with ALL aid eligibility based on the FAFSA results and other awards received.
3. Once minimum degree requirements are completed, students are no longer eligible to receive grant or scholarship funding as an undergraduate student.

Email Communication

It is extremely important that you maintain your College of Charleston Gmail email account via [MyCharleston](#). **It is your responsibility as a student to check your CofC Gmail account frequently to retrieve official College of Charleston communication.**

Emails are sent pertaining to students' "missing or incomplete financial documents," and "information concerning financial aid award packages." In the email, you will be instructed to log into [MyCharleston](#) to review your current financial aid status. In some circumstances, there may be additional information needed to complete the financial aid file.

Federal Consumer Information

The Higher Education Opportunity Act of 2008 (HEOA), as amended, requires that postsecondary institutions participating in federal student aid programs make certain disclosures to enrolled and prospective students, parents, employees, and the public. Please visit the [CofC Financial Aid Federal Consumer Information website](#) for additional information on the reports and information disclosed to you in compliance with federal law.

Deadlines for Applying

Although the Office of Financial Assistance & Veterans Affairs accepts [FAFSA](#) applications throughout the academic year, priority consideration will be given to students who have completed the [FAFSA](#) by **March 1** before the start of the academic year. The Office of Financial Assistance & Veterans Affairs recommends completing the [FAFSA](#) at least two months before the time the aid is needed. Students who complete the [FAFSA](#) after **June 1** for Fall term, **November 15** for Spring term, or **April 15** for [summer school](#) should not expect aid to be finalized before tuition bills are due. Students that do not complete the [FAFSA](#) early enough may still be eligible for federal aid, but should identify other ways of paying the fall tuition bill and/or getting set up on the College of Charleston's payment plan through the [Treasurer's Office](#). Failure to pay the bill on time may cause the student to be dropped from all courses. See Drop for Non Payment section below.

Accept, Reduce, or Decline Awards in MYCHARLESTON

ALL STUDENTS must take action on their financial aid offer for further aid processing. Log into MyCharleston and under Financial Aid the drop-down menu, select ACCEPT AWARDS. From this page you may also Reduce or Decline your financial aid offers. **If you reduce your awards, keep in mind the reduced amount will be automatically be split between fall and spring. If you accidentally reduce or decline your award and wish for us to reinstate the offer, please email your request to us at financialaid@cofc.edu and we will be happy to accommodate your request.**

How to Advise of Award Changes If:

- 1. THE STUDENT DOES NOT PLAN TO ENROLL ON A FULL TIME BASIS (12 HOURS UNDERGRADUATE, AND 6 HOURS GRADUATE) PER SEMESTER*.** Students planning to take less than a full time course load must indicate the number of hours they plan to take each semester and communicate that information to OFA & VA in an e-mail to financialaid@cofc.edu. Reference your name and CofC ID number in your e-mail. Undergraduate students enrolled in fewer than 6 hours per semester are generally not eligible for financial assistance. Graduate students enrolled in fewer than 3 hours of graduate level courses per semester are not eligible for financial assistance.

*Credit hours earned from **EDLS 100 Learning Strategies, EDPD courses, or Audited (AU) courses do not count toward degree requirements.** Therefore, these courses do not count for financial aid purposes. Financial aid students should treat these courses as an add-on to a regular full time course load. Graduate students who enroll in both undergraduate and graduate courses, must ensure that at least 3 of their credit hours are at the 500 level or higher to receive student loan amounts at the graduate student level.
- 2. THE STUDENT OR PARENT WISHES TO BORROW LESS THAN THE AMOUNT OFFERED EACH TERM UNDER THE FEDERAL DIRECT STUDENT OR PARENTAL LOAN PROGRAM(S), RESPECTIVELY.** You may reduce your loan awards on the Accept Awards page mentioned aforementioned. If you reduce your awards, keep in mind the reduced amount will split between fall and spring. If there is a need to reduce or decline the loan after you have already accepted the loan, or reinstate the original offer, please email us at financialaid@cofc.edu with your request. Please indicate the amount student/parent wishes to borrow for each semester. All communication to OFA & VA should contain your full name and CofC Student ID #. Note the loan origination fees of 1.073% for Student Loans, and 4.292% for Parent PLUS and Grad PLUS Loans, when determining the loan amount you want to borrow. These fees are deducted each disbursement.
- 3. THE STUDENT IS RECEIVING OUTSIDE AWARDS.** Any aid source from outside the CofC, such as civic organizations, churches, educational loans, etc., must be reported to and sent to the OFA & VA to ensure that these sources are coordinated with Federal and State aid and are properly credited to the student's account. In the Award Change Communication, students should provide the name of the aid source, the amount of the award and the semester when they will be receiving the award. This information should be sent to financialaid@cofc.edu as soon as it is available. It is most helpful to receive this information by July 1st for fall term and November 1st for spring term. Students should ask the awarding agency to make checks payable to the College of Charleston and reference the student's full name and CofC ID number. Please mail all checks to Attn: Treasurer's Office 66 George St. Charleston, SC 29424. This will allow the CofC to credit the account immediately. When students do not enroll in classes the award monies should be returned. Existing awards may require adjustments to accommodate the outside aid you will be receiving.

Made a mistake or having problems with Award Changes?

If you made a mistake or are having problems reducing and/or declining your aid offer, please email us with your request at financialaid@cofc.edu. Please be specific about the type of aid involved, indicate the amount(s) student wishes to accept for each semester, and include the total amount you wish to receive. All communication to OFA & VA should contain your full name and CofC Student ID #.

Student Certification Statement

By accepting the financial aid awarded, the student gives permission to the College of Charleston (CofC) to use financial aid funds to pay the current term bill, any charges already in arrears for the current academic year and up to \$200 in prior year charges. However, College of Charleston policy states that students that have any prior year balance must satisfy the balance prior to being able to receive the current year's financial aid.

If the student chooses not to have financial aid funds disbursed until all outstanding charges are paid in full from his/her own funds, the student must notify the Office of the Treasurer in writing. There is no penalty for exercising this option

Statement on Citizenship and Immigration Status

I understand that a person who is unlawfully present in the United States is not eligible on the basis of South Carolina residency for a South Carolina public higher education benefit including, but not limited to, scholarships, financial aid, grants, or the payment of the lower South Carolina resident tuition (each a "South Carolina Education Benefit").

I further understand that if I make a false statement regarding my lawful presence in the United States, the College of Charleston will have the right to terminate immediately my eligibility for all South Carolina Education Benefits I have applied for, or have received, based in total or partial reliance on such a false statement. I also realize that this right of termination by the College will include a rescission of any such Benefit improperly extended to me and, therefore, will require that I make repayment to the College of that benefit including any loan, scholarship, differential between in-state and out-of-state tuition and fees, or any other South Carolina Education Benefit improperly extended to me.

I hereby warrant and represent that as of the date I accept any aid offer, I am a citizen of the United States or an alien who is lawfully present in the United States. I further warrant, represent that I have read the statement above on Citizenship and Immigration Status and that I fully understand that statement, and agree to be bound thereby. Further, I understand that I must continue to meet all federal requirements for federal financial aid.

Drop for Non-Payment

Failure to pay the entire balance due *by the due date indicated on the billing statements sent by the Treasurer* will result in the cancellation of a student's schedule. Therefore, it is critical that you prepare early for the academic year.

To avoid having a schedule cancellation, please keep the following guidelines in mind:

1. Apply for and complete any financial aid application well in advance of the upcoming semester. Pay attention to deadline dates posted on the Financial Aid website for application
2. If any person other than the student is paying the bill, the student may add this person's email address as an Authorized User to our EBill system.
3. The College of Charleston email address provided to each student is the main communication tool between the College and the student. Please check this email account often for official College notifications.
4. The balance due for the fall bill can be broken down into as many as five payments. Please enroll in the payment plan early; payments must be **received** by the due dates indicated.

The [Treasurer's website](#) will be updated to give more information on payment options and deadlines. Please call the Treasurer's Office at 843.953.5572 or email at treasurer@cofc.edu with any questions you may have.

Withdrawal and Changes in Enrollment Information

If students enroll in classes and find that they are unable to attend or cannot continue to attend, they should protect themselves both academically and financially by officially withdrawing from school in the [Office of Undergraduate Academic Services](#) or the Office of Graduate Studies. *Students who simply stop going to classes risk receiving a grade of "F" in these classes, charged for the classes, and having to repay all or a portion of financial aid funds received. Students identified as never attending a class will have their aid sources reduced and/or canceled.* Official withdrawal from classes by specified dates each term will allow the institution to refund part of the tuition, fees, room, and meals. Questions about the [CofC Refund Policy](#) may be directed to the Office of the Treasurer at 843.953.5572.

Students receiving financial aid must attend classes for the hours they are being awarded. Financial aid will be adjusted or cancelled if the student's attendance verification indicates the student never attended a class or classes. These adjustments may result in a balance due to the College.

"What happens to my financial aid if I drop or withdraw from classes at CofC?"

A. DROPPING CLASSES BEFORE AND/OR DURING DROP-ADD (100%):

If you drop before classes begin or during drop-add, your financial aid will be adjusted based on the hours for which you are enrolled at the end of drop-add. If you are enrolled less than half time, you may not be eligible for assistance. If you fail to attend a class your financial aid may be reduced and/or canceled. The [Registrar's Office](#) sets the schedule for drop-add each semester.

B. WITHDRAWING FROM CLASSES AFTER DROP-ADD, DURING THE "REFUND PERIOD" ESTABLISHED BY THE [TREASURER'S OFFICE](#):

If you withdraw from classes during 90/50/25% refund periods and you are enrolled in at least one (1) hour, you may be eligible to receive funds from the calculated refund. However, if you have received Automatic Deposit or an Excess Aid Check and you are no longer eligible for those funds, the withdrawal may create a Balance Owed on your account. Students who withdraw from classes after drop-add are subject to the [Satisfactory Academic Progress Policy](#) of the CofC.

C. COMPLETE WITHDRAWAL FROM SCHOOL:

For students who withdraw from all classes or who are granted an [official Leave of Absence through the Office of Undergraduate Academic Services](#), financial aid will be prorated based on the effective date of the withdrawal and subject to The Return of Title IV Funds Policy and Procedure. Please see the “*Return of Title IV Funds and Repayment*” section below for further information.

D. EXIT COUNSELING REQUIRED OF STUDENTS WHO CEASE AT LEAST HALFTIME ENROLLMENT STATUS.

If you are withdrawing from school or otherwise ceasing halftime enrollment status you are required to complete an Exit Interview prior to withdrawing or ceasing at least halftime enrollment for each type of federal student loan you received at CofC. The Exit Counseling interview process is available at <http://finaid.cofc.edu/types-of-financial-aid/loans/federal-direct-student-loan/index.php>

Return of Title IV Funds and Repayment

The Return of Title IV Funds policy applies when the student withdraws from all courses, is dismissed or stops attending classes before completing more than 60 percent of the enrollment period. The enrollment period begins the first day of scheduled classes and ends with the last day of scheduled exams, exclusive of breaks that are five days or more. Additionally, if a federal aid recipient earns no passing grade in the term and did not officially withdraw, we must determine the last date of attendance and apply the Return of Title IV Funds policy. If we are unable to determine the last date of attendance, we must assume the last day of attendance was at the mid-point of the enrollment period and apply the Return of Title IV Funds policy. The Return of Title IV Funds policy only applies to federal student financial aid programs. The Office of the Treasurer will calculate the amount of a refund, if any, for tuition and fees for students who withdraw.

Students who have state financial aid and a remaining refund balance after the Return of Title IV funds is calculated will have the state aid removed from the refund.

Repayment Policy: The amount of Title IV aid that a student must repay is determined by the Federal Formula for Return of Title IV Funds as specified in Section 668 of the Higher Education Act. This law also specifies the return of the Title IV Funds to the program from which they were awarded in the following order: Unsubsidized /Direct Stafford Loan, Subsidized /Direct Stafford Loan, Perkins Loan, Direct PLUS (Graduate Student), Direct PLUS (Parent), Pell Grant, Federal Supplemental Educational Opportunity Grant(FSEOG), TEACH Grant.

A repayment may be required when aid has credited to a student’s account from financial aid funds in excess of the amount of aid the student earned during the term. The amount of Title IV aid earned is determined by multiplying the total Title IV aid (other than Federal Work Study) for which the student is qualified by the percentage of time during the term that the student was enrolled. If less aid was disbursed than was earned, the student may receive a late disbursement for the difference. If more aid was disbursed than was earned, the amount of Title IV aid that must be returned (i.e., that was unearned) is determined by subtracting the earned amount from the amount actually disbursed, and the student may be left with a balance due to the College.

CofC will distribute the unearned aid back to the Title IV programs as specified by law. The student will be billed for the amount the student owes to the Title IV programs and any amount due to CofC resulting from the return of Title IV funds used to cover charges.

Federal Direct Loans

[Federal Loans](#) offered to students and/or parents through the Federal Direct Stafford Loan program are borrowed funds that must be repaid with interest. Both undergraduate and graduate students may borrow money. Maximum loan amounts depend on the student’s year in school and Cost of Attendance. Parents may also borrow to pay educational expenses for dependent undergraduate students.

Students at CofC receive Federal Stafford Loans through the [William D. Ford Federal Direct Loan Program](#). Graduate students may also receive Federal Direct Grad PLUS Loans through the William D. Ford Federal Direct Loan Program. Parents of CofC students receive Federal PLUS Loans through the William D. Ford Federal Direct PLUS Loan program.

[Federal financial aid program eligibility](#) is determined for all students through the completion of the Free Application for Federal Student Aid (FAFSA) each year. Loans offered may be either Federal Direct Subsidized or Federal Direct Unsubsidized Loans. Subsidized loans do not accrue interest until loan repayment begins. However, unsubsidized loans do accrue interest beginning at the time of disbursement. PLUS Loans are unsubsidized and has the option of beginning repayment either 60 days after the loan is fully disbursed or waiting until six months after the dependent student on whose behalf the parent borrowed ceases to be enrolled on at least a half-time basis.

Additional information on types of loans, student eligibility, and repayment, may be found in the Student Guide published by the Department of Education <http://studentaid.ed.gov/>

Student Loan Borrowers

As a first time student loan borrower at the CofC, students must complete Entrance Counseling and a Federal Direct Loan Electronic Master Promissory Note (E-MPN) to activate student loan eligibility.

ENTRANCE COUNSELING

An Entrance Counseling Tutorial and Quiz is required of all first time student loan borrowers at CofC prior to disbursement. If you have not previously completed an Entrance Counseling Tutorial and Quiz, you may complete this requirement on CofC's financial aid website or at <https://studentloans.gov>.

PROMISSORY NOTES

The OFA & VA at CofC utilizes the Federal Direct Loan Electronic Master Promissory Note (E-MPN) for students' Federal Direct Loans. Students complete and sign the MPN at <https://studentloans.gov>.

When the student is required to complete the E-MPN, a notification will be sent to the student via their CofC email account. Students may also check [MyCharleston](#) on the Web to see if the E-MPN is required. If an E-MPN and/or Entrance Loan Counseling is not received within 30 days of the offer, the loan may be cancelled.

CONSUMER DISCLOSURE NOTICE

In compliance with federal regulations under HEOA Sec. 489 amended Sec. 485B (d) (4) (20 U.S.C. 1092b) the College is required to notify you that approved loans will be submitted to the National Student Loan Data System (NSLDS) by the U. S. Department of Education. In addition, will be accessible by guaranty agencies, lenders, and institutions determined to be authorized users of the data system as determined by the U. S. Department of Education.

Grad PLUS Loan Borrowers

Eligible graduate students must go to our website at: <http://finaid.cofc.edu/types-of-financial-aid/loans/grad-plus-loan/index.php> for information on Applying for a Grad PLUS Loan. Follow the instructions carefully.

Parent PLUS Borrowers

The PLUS Loan is available to a parent of a dependent, undergraduate student. Go to our website at: <http://finaid.cofc.edu/types-of-financial-aid/loans/plus-loan-for-undergrad/index.php> for information on Applying for a Parent PLUS Loan. The parent borrower should follow the instructions carefully.

Federal Direct Loan Disbursement

Federal regulations require that loans for the academic year be equally disbursed during the beginning of the fall and spring semester.

Without exception, the Federal PLUS Loan is credited to the student's account first to pay his/her tuition and fees, room and board, and any other outstanding charges. Any excess funds from the PLUS loan will be issued to the student unless the parent borrower has requested that these funds be mailed directly to the parent. All other aid, including student loans, will be credited to the student's account and any excess funds will be issued to the student.

EBill, Estimated Aid, and Refunds

The [Treasurer's Office](#) generates [EBills](#) to students and is available to view online after students have registered for classes. Estimated financial aid appears on the bill and should deduct from the total costs. Estimated financial aid appears on the bill through add/drop period OR until the aid officially credits to the bill. (NOTE: Aid will never credit to the account any earlier than 10 business days prior to the first day of classes.)

Expecting a student refund check? Excess financial aid monies are returned to the student in the form of an excess aid deposit after the student's CofC balance due has been paid. Once your financial aid has fed to your CofC EBill account, the [Treasurer's Office](#) is responsible for generating your refund check. The [Treasurer's Office](#) should deposit excess financial aid to the student's direct deposit account set up in [CofC EBill Account](#) by the first day of class; for more information see [How do I set-up a refund direct deposit account?](#) In order to receive your refund you must:

1. Review the estimated financial aid listed on your EBill statement to ensure that the aid exceeds tuition, fees, housing cost, meal plans and any other charges.
2. [Check your Financial Aid eligibility](#) status in [MyCharleston](#) to ensure that you have submitted all required documents to the Office of Financial Assistance & Veterans Affairs.

3. Set-up automatic deposit in your [CofC EBill Account](#). Automatic deposit accounts may take up to 10 days to establish, so complete this long before school starts.

Federal Pell Grant

First-degree seeking undergraduates that complete a FAFSA are considered for Federal Pell Grant. The amount of Federal Pell Grant funds a student may receive over his or her lifetime is limited to the equivalent of six years of Pell Grant funding. Pell Grant will be reduced, or canceled, for a student who is near, at, or over the aggregate limit.

Federal TEACH Grant

In exchange for receiving a TEACH Grant, you must agree to serve as a full-time teacher in a high-need field in a public or private elementary or secondary school that serves low-income students. As a recipient of a TEACH Grant, you must teach for at least four academic years within eight calendar years of completing the program of study for which you received a TEACH Grant.

IMPORTANT: If you fail to complete this service obligation, all amounts of TEACH Grants that you received will be converted to a Federal Direct Unsubsidized Stafford Loan. You must then repay this loan to the U.S. Department of Education. You will be charged interest from the date the grant(s) was disbursed.

Each year you receive a TEACH Grant, you must sign a TEACH Grant Agreement to Serve and complete TEACH Grant Counseling. To complete these requirements see <https://teach-ats.ed.gov/ats/index.action>.

CofC Colonial Scholarship & Cynthia Graham Hurd Memorial Colonial Scholarship

CofC Colonial Scholars and Hurd Memorial Scholars must read and understand the Colonial and Hurd Memorial Colonial Scholarship affidavit.

All students must enroll full-time (12 hours) each semester in order to be eligible for any scholarship funds.

Continuing Eligibility

A recipient must earn 30 credit hours, but those may include all summer terms. Recipients of all scholarships must maintain a cumulative CofC GPA of 3.5. This scholarship is automatically renewed as long as the student maintains the required academic standards. Renewals post in the summer of each year for the upcoming year. Students failing to meet the renewal standards are notified early summer. Students unable to meet the renewal standards have the opportunity to appeal based on mitigating circumstances (e.g. serious health condition, death or serious health condition of an immediate family member, or a traumatic event). Instructions for appeals are included in the notification to students who did not meet the standards.

General Requirements

- Students can only receive scholarship funds for 4 years from their initial college enrollment.
- Students can only receive scholarship funds if they are seeking their first degree.
- Scholarships will be terminated when the student completes the requirements for their first undergraduate degree.
- Scholarship funds are not available during summer school.

CofC Merit Scholarships/Institutional/Presidential Scholarships

CofC Merit, Presidential, and Institutional scholars must read and understand the Presidential and Institutional Scholarship affidavit.

All students must enroll full-time (12 hours) each semester in order to be eligible for any scholarship funds.

Continuing Eligibility

A recipient must earn 24 credit hours during the academic year (Fall, Spring and subsequent Summer). Recipients of all scholarships must maintain a cumulative CofC GPA of 3.0. This scholarship is automatically renewed as long as the student maintains the required academic standards. Renewals are made in the summer of each year for the upcoming year. Students failing to meet the renewal standards are notified in writing in early summer. Students unable to meet the renewal standards have the opportunity to appeal based on mitigating circumstances (e.g. serious health condition, death or serious health condition of an immediate family member, or a traumatic event). Instructions for appeals are included in the notification to students who did not meet the standards.

General Requirements

- Students can only receive scholarship funds for 4 years from their initial college enrollment.
- Students can only receive scholarship funds if they are seeking their first degree.
- Scholarships will be terminated when the student completes the requirements for their first undergraduate degree.
- Scholarship funds are not available during summer school.

CofC STEM Scholarship

CofC STEM Scholars must read and understand the [CofC STEM Scholarship affidavit](#).

All students must enroll full-time (12 hours) each semester in order to be eligible for any scholarship funds.

General Requirements

- Students can only receive scholarship funds for one year.
- Students can only receive scholarship funds if they are both a SC Palmetto Fellow, as designated by CHE and pursuing a math or natural science major approved at CofC by CHE as an Enhancement Eligible program.
- Students can only receive scholarship funds if they are seeking their first degree.
- Scholarships are non-renewable.
- Scholarship funds are not available during summer school.

S.C. Palmetto Fellows Scholarship

Palmetto Fellows must read and understand the [Palmetto Fellows affidavit](#).

General Eligibility

A student must be a U.S. citizen or legal permanent resident (student visas or H visas are not eligible) and a resident of the State of South Carolina that graduated from high school in S.C. Or successfully completed a home school program as prescribed by law; or graduated from a preparatory high school outside S.C., while a dependent of a parent or guardian who is a legal resident of this State and has custody of the dependent, and must meet residency requirements for tuition & fees purposes. The student must enroll full time at the College of Charleston, which is 12 credit hours or more per term for funds to disburse.

First year students must return the Scholarship Designation Form to CHE by the established date or forfeit the Scholarship.

Continuing Student Eligibility

In order to retain the Palmetto Fellows Scholarship, you must:

- Earn and maintain a minimum cumulative 3.0 CofC GPA;
- Earn and maintain a minimum of 30 credit hours during the academic year (fall, spring, and all summer terms). The 30 hours cannot include AP or High School Concurrent Courses.

A continuing student that has lost eligibility, or that was not previously eligible, cannot regain eligibility. If you wish to appeal, please contact [CHE appeal website](#).

If you are receiving a [State Scholarship Enhancement](#) you must have declared a major within the eligible programs and completed 14 hours in math and/or natural science during your first year of college enrollment.

If you elect to participate in the [summer state scholarship program](#), you understand that the summer term will count against your 8 potential terms of eligibility. Participation in summer does not guarantee accelerated graduation, but provides the opportunity for early graduation.

Additional information about the S.C. Palmetto Fellows may be found via [SC Commission on Higher Education's](#) website.

S.C. LIFE Scholarship

LIFE Scholarship recipients must read and understand the [LIFE affidavit](#).

General Eligibility

A student must be a U.S. citizen or legal permanent resident (student visas or H visas are not eligible) and a resident of the State of South Carolina that graduated from high school in S.C. Or successfully completed a home school program as prescribed by law; or graduated from a preparatory high school outside S.C., while a dependent of a parent or guardian who is a legal resident of this State and has custody of the dependent, and must meet residency requirements for tuition & fees purposes. A student must be full time at the College of Charleston, which is 12 credit hours or more. A student cannot receive a [LIFE Scholarship](#) and the [Palmetto Fellows](#) during the same academic year.

Freshmen Eligibility. To receive a LIFE Scholarship, an entering freshman must meet **two of the three** academic requirements:

- Score 1100 on the SAT or 24 on the ACT
- Graduate High School with a 3.0 GPA on the South Carolina Grading Scale (SCUGS) upon high school graduation.
- Rank in the top 30% of graduating class

Continuing Student Eligibility

- Minimum LIFE GPA of 3.0 on 4.0 scale; and
- The completion of a minimum of 30 earned hours after the first year of college, prior to the beginning of the fall term; minimum of 60 earned hours after the second year of college, prior to the beginning of the fall term; minimum of 90 earned hours after the third year of college, prior to the beginning of the fall term.

LIFE eligibility will be determined only by the [LIFE GPA](#), which includes all courses (excluding remedial/developmental courses, continuing education, or non-degree credit courses) taken at any eligible institution (in-state or out-of-state).

A continuing student that has lost eligibility, or that was not previously eligible, cannot regain eligibility. If you wish to appeal, please contact [CHE appeal website](#).

If you are receiving a [State Scholarship Enhancement](#) you must have declared a major within the eligible programs and completed 14 hours in math and/or natural science during your first year of college enrollment.

If you elect to participate in the [summer state scholarship program](#), you understand that the summer term will count against your 8 potential terms of eligibility. Participation in summer does not guarantee accelerated graduation, but provides the opportunity for early graduation.

Additional information about the S.C. LIFE scholarship may be found via [SC Commission on Higher Education's](#) website.

S.C. HOPE Scholarship

HOPE Scholarship recipients must read and understand the [HOPE affidavit](#).

The South Carolina HOPE Scholarship is for incoming freshmen with a 3.00 GPA on the South Carolina Grading Scale (SCUGS) upon high school graduation who did not receive the [LIFE Scholarship](#) or [Palmetto Fellows](#). A student must be a U.S. citizen or legal permanent resident (student visas or H visas are not eligible) and a resident of the State of South Carolina that graduated from high school in S.C. Or successfully completed a home school program as prescribed by law; or graduated from a preparatory high school outside S.C., while a dependent of a parent or guardian who is a legal resident of this State and has custody of the dependent, and must meet residency requirements for tuition & fees purposes. The student must be full time at the College of Charleston, which is 12 credit hours or more.

The HOPE Scholarship is for first time freshman only. Students may gain eligibility to receive the South Carolina [LIFE Scholarship](#) beginning in their second year. See the [LIFE Scholarship](#) for more information.

Additional information about the S.C. HOPE scholarship may be found via [SC Commission on Higher Education's](#) website.

S.C. Need Based Grant

S.C. Need Based Grant recipients must read and understand the [SC Need Based Grant Certification and Affidavit](#).

South Carolina Need Based Grants are available for first baccalaureate degree seeking students that have been residents of South Carolina for 12 or more months and have not previously received the grant for more than six (6) semesters.

Obtaining a SC Need Based Grant

To receive a SC Need Based Grant, a student should complete the [FAFSA](#) before the College of Charleston's priority deadline of March 1st, and complete any other [federal requirements](#) in a timely manner.

S.C. Teachers Loan

The South Carolina Teachers Loan funds will be electronically transmitted via Electronic Funds Transfer (EFT) from the [SCSLC](#) to the CofC Office of the Treasurer. Funds should be credited to student accounts prior to the first day of classes.

S.C. National Guard College Assistance Program (SCNGA)

SC National Guard College Assistance Program (SCNGA) is a state funded grant dependent upon annual appropriations by the SC General Assembly. Generally, a member of the SC National Guard becomes eligible upon (re)enlistment. Requirements include: U.S. Citizenship or legal permanent resident status, be in good standing with the SC National Guard, be enrolled in a degree granting program of study (Continuing Education and Learning Strategies do not count). ROTC scholarship recipients are not eligible, be in compliance with the Satisfactory Academic Program for Federal Aid applicants, the amount received cannot exceed the Cost of Attendance less other aid. The amount awarded to a full time SC Army National Guard student is up to \$4,500 per year with an aggregate limit of \$18,000 inclusive of funding received at all institutions. The amount awarded to a full time SC Air Guard student is up to \$9,000 per year with an aggregate limit of \$18,000 inclusive of funding received at all institutions. Less than full time students will see this award reduced based on the schedule provided by the SC Commission on Higher Education.

NOTE: The SC National Guard must put you on the approved list at the SC Commission on Higher Education, and you must request funding each academic year through the financial aid office.

Federal Perkins Loan

Federal Perkins Loan recipients must complete a promissory note and entrance loan counseling prior to receiving the Perkins Loan disbursement. You will be instructed via [MyCharleston](#) when and how to complete these requirements. Please contact [Treasurer/Student Loan Accounting](#) for any questions regarding your Federal Perkins Loan.

Federal Work Study and Community Service Federal Work Study

To receive FWS, a degree-seeking student should complete the [FAFSA](#) before the College of Charleston's priority deadline of March 1st, and complete any other [federal](#) requirements, like [verification](#), in a timely manner. Due to the limited amount of FWS funds, the College also requires that students submit a [FWS request](#) to be awarded FWS funds. Students must also demonstrate financial need to receive FWS.

If MyCharleston shows an offer for FWS and you accept it, you **MUST** activate that offer by securing employment in an approved FWS position. Students awarded FWS must secure FWS employment within 30 days of the first day of fall semester classes. Failure to do so will subject the award to cancellation. If you do NOT wish to activate the FWS offer, please notify the OFAVA by following the instructions noted in item #2 of the section titled Changing or Declining Awards.

While most FWS employment is on-campus, students also have an opportunity to use FWS funds for employment in an approved Community Service position. Programs such as "America Reads" and "America Counts" allow students to work as reading or mathematics tutors in local elementary schools or family literacy programs.

The Career Center assists students with locating all types of student employment both on and off campus. Visit [CISTERN Online](#), the campus student job network, for position advertisements by departments on campus.

To be hired, students must follow the instructions on the job advertisement. Some departments or Community Service locations may require an additional application or interview.

If extended a job offer, the student must present an original social security card and a picture I.D. that includes birth date (e.g., a driver's license or passport) to the employer so that appropriate paperwork can be completed.

Students receive a paycheck on a semi-monthly basis. It is the student's responsibility to utilize student employment earnings for their own educational expenses. Awarded amount for FWS indicates the maximum amount that the student may earn during the school year through the FWS program. Actual earnings may differ based on the pay rate and actual hours worked.

Summer School

The preceding academic year's FAFSA and a separate summer school application is required for potential summer financial aid eligibility.

Eligibility Criteria

1. Summer School includes Maymester through Summer II sessions and is a part of the preceding academic award year for financial aid purposes. This means that the student is eligible for summer school aid when the student has remaining funds

from the preceding academic year. **The student must be admitted to a degree-seeking program of study at the College of Charleston (CofC). Transient students are not eligible for Federal or State financial assistance. CofC students who will be transient students elsewhere are not eligible for financial aid through the CofC. CofC does not admit undergraduate students to degree-seeking programs during summer school.** Students beginning at the College during summer as non-degree seeking students may utilize [Alternative Loans](#) to assist them with educational expenses. Alternative Loan information is available via the Office of Financial Assistance [website](#).

2. **To qualify for a Federal Stafford Loan in the Maymester/Summer terms, the student must have qualified during the preceding academic year, and have not utilized the maximum annual amount.** For example, a junior has access to a maximum of \$7,500 annually. If the student used \$4,000 during the preceding academic year, the junior would have a remaining loan amount of \$3,500 for summer, dependent upon the number of enrolled hours in summer. Parental Loans to Undergraduate Students (PLUS) do not have an annual loan maximum and are available to parents who meet credit standards.
3. With the exception of Pell Grant eligible students, undergraduate students must enroll in six (6) or more hours and graduate students must enroll in three (3) or more, over the course of all the Maymester/Summer terms to be eligible for financial aid.
4. The student must meet all eligibility criteria of the Satisfactory Academic Progress (SAP) Policy for federal financial aid recipients as of the end of the Spring semester. Failure to comply with this policy will result in the cancellation of aid. For in a copy of this policy see the Undergraduate/Graduate Catalog or Financial Assistance & Veterans Affairs [website](#).

Summer Award Notification

Students are sent emails for missing or incomplete financial documents and financial aid award packages. If a student has previously accepted the Terms & Conditions for the year, the summer financial aid is automatically accepted. To review it, log into MyCharleston, and under the Financial Aid Tab, select ACCEPT AWARDS. If you wish to decrease or decline any parts of your award, email your instructions to financialaid@cofc.edu.

Summer Disbursement and Refunds

All aid will be credited at the beginning of the summer sessions.

In the summer, excess financial aid funds will not be released until the tuition, fees, room and board (if applicable) for all sessions of summer school have been deducted. Students who wish to have their excess aid refund automatically deposited into their bank account can log onto their student E-Bill account, select the eRefunds tab, and follow the applicable steps to enter their bank account information.

Without exception, the Federal Direct PLUS is credited to the student's account first to pay his/her tuition and fees, room and board, and any other outstanding charges. After these charges have been paid, any excess funds from the PLUS loan will be issued to the student, unless the parent borrower requested that these funds be mailed directly to the parent. After the PLUS loan has credited to the student's account all other aid, including student loans, will then be credited to the account to pay any remaining charges. Any excess funds from other aid will be issued as a refund to the student.

Changes in summer enrollment: If your course schedule has changed resulting in fewer hours or if you change hours from one session to another, the student must notify the Office of Financial Assistance and Veterans Affairs of those changes. Such changes may affect the amount of aid that you are eligible to receive and the time in which the funds will be disbursed. **Your enrollment will be audited at the end of summer to verify your actual enrollment in all terms.** Failure to maintain enrollment in the proper number of hours noted on your Summer School Financial Aid Application will result in your having to immediately repay the over-paid funds.

Cost of Attendance and Student Expense Budgets

To consider a student for federal financial aid, we will calculate a Cost of Attendance (COA). The Student Expense Budget determines components for the COA.

Student expense budgets are established annually in a two-step process. In step one, "proposed" budgets are established which reflect adjustments based on the most recently administered CofC Student Expense Survey. In those years when the survey is not administered, budget elements are adjusted based on the Regional Consumer Price Index (CPI) averaged over the last calendar year. In step two, "official" budgets are established when the Board of Trustees officially sets tuition and fees, room, and board costs. Note that these are estimated expense items. The costs you pay to the College of Charleston are tuition & fees and on-campus room and board, if applicable.

Tuition & Fees: Students enrolled in 12 or more hours each semester (Fall & Spring) are assessed a flat rate. Tuition and fees are set on a per credit hour basis for students who enroll in less than 12 hours in a given term.

Books & Supplies: Includes textbooks, supplies, typing, photocopying, etc.

Room (housing): The Board of Trustees sets on-campus room costs annually. Housing rates will vary depending on the unit chosen. The room cost used in your financial aid budget for on-campus housing is the weighted average cost. The off-campus rate used is for nine months. There is no housing allowance for students living with parents.

Board (food): For on-campus students, the rates are determined by the annual amount of a full meal plan. For off-campus students and those living with parents, the rates were determined by the survey.

Commuter Costs: Off-campus students, and those living with parents, are budgeted at the IRS mileage rate. Parking expenses are budgeted for students.

Personal/ Misc.: This is an estimated average of what students would spend on personal/miscellaneous expenses such as toiletries, laundry expenses, entertainment, and clothing.

Transportation: On-campus and off-campus students are budgeted with an allowance based on the survey averages but limited to no more than four round trips home annually.

Averaged Loan Fees: Averaged loan fees based on the loan volume for undergraduate and graduate students are included as required by the U.S. Department of Education. For undergraduate students, the averaged loan fees are \$73. For graduate students, the averaged loan fees are \$212.

Library/ Technology Fees: Average fees for undergraduate are **\$425**, which is a simple average of the technology and library fees for one year as a freshmen and three years as an upperclass student. Average fees for a graduate student are **\$460**. Note that certain programs such as the MBA and REACH programs require specific program fees. See the [Treasurer's Office website](#) for a complete list of additional fees.

The yearly figures used for each of the COA components can be view at <http://finaid.cofc.edu/financial-aid-information/cost-of-attendance/index.php>. Additionally all admitted students that have submitted a valid FAFSA can view their assigned COA on the Award Overview tab of the Award for Aid Year page in [MyCharleston](#).