

Student Rights and Responsibilities

Rights

1. Learn about the financial aid available in the institution, including federal, State, institutional based on the student's need.
2. Know how to apply and deadline for filing the application under the various available financial aid.
3. Know the costs of study, including tuition and fees, books and supplies and other miscellaneous expenses.
4. Know the process of withdrawal from the University, the institutional refund policy and the process of devolution of federal funds.
5. Know the eligibility of each financial aid program and the criteria used to determine the granting of the aid.
6. Know the requirements of satisfactory academic progress policy with which the student must meet to continue receiving financial aid. Furthermore, the process to restore eligibility for financial aid programs, if not keep.
7. Know the amount of financial aid you will receive Title IV, when and how they are to be paid and what loan funds will be subsidized and unsubsidized.
8. Know the terms of any loan obtained s) by the student and / or parent of this group as part of the aid, including interest rate, the loan amount to be paid, the time allowed for payment of the same when the repayment period begins and what cancellation and deferral apply.
9. Know the general terms and conditions applicable to any employment contract by granting federal funding sources for study and work as part of the group of aid.
10. Request that the granting of financial assistance be revised, should understand that there was an error in the calculation of the aid, changes in their course load or changes in family economic situation.

Responsibilities

1. Review and consider all information in the curricula offered by the University before enrolling.
2. Know and comply with all deadlines for filing request or documentation related to financial aid programs or to appear at the office.
3. Read and understand all documents or forms that prompt you to sign.
4. Provide information that may be required by the Financial Aid Officers and / or the agency you requested financial assistance. According to this information, if necessary, please make the necessary corrections in the s) application s).

5. Notify any change affecting the information you provided when applying for financial aid.
6. Certify that any financial aid received will be used to paid costs of post-secondary study in the institution.
7. Meet satisfactory academic progress
8. Repay loans you received. Signing a master promissory note, remember and force yourself to repay the loan. Certify that you are not qualified in delinquency or default on a federal student loan, or you've made arrangements satisfactory to fulfill the promise to pay this fee.
9. Certify that you are not indebted to any federal grant overpayment.
10. Appear and / or complete an entrance interview when applying for a student loan. Appear and / or complete an exit interview down the course load to less than $\frac{1}{2}$ time, discontinue studies or terminate studies degree he or she aspired.
11. Notify the Financial Aid Office at the University of any changes in your name, address, registration status student at full load, with load $\frac{3}{4}$, $\frac{1}{2}$ load and less than half time
12. Know the refund policy fees of the institution and return policy Title IV funds. You know the consequences of the Total unsubscribe. You may have to start paying the loan.
13. Knowing how and when to receive your financial aid
14. See the facilities and services to people with disabilities.