

# THE FINANCIAL AID APPLICATION PROCESS

STUDENTS MUST REAPPLY FOR EACH ACADEMIC YEAR.

Student submits FAFSA on the web  
[www.fafsa.ed.gov](http://www.fafsa.ed.gov)

FAFSA is processed by Federal Processor  
AND  
Student Aid Report is mailed or e-mailed to student.

Citrus College mails Document Request Letter to student  
listing documents required to complete financial aid file.

Student may download the requested forms at  
<http://www.citruscollege.edu/stdntsrv/financialaid>

Student completes file by submitting requested items  
in person, by mail or fax to the Financial Aid Office.

Citrus College Financial Aid Office mails  
Award Letter if student is eligible.

Students need to make sure their correct legal name, address  
and social security number corresponds with the information on  
file in the Admissions and Records Office and on the FAFSA.

Citrus College will mail checks for books and other  
educational expenses. Student must check  
Award Letter for disbursement dates.

Financial Aid



## 2008-2009 Financial Aid Disbursement Information

Financial aid awards are subject to the following:

1. You must maintain satisfactory academic progress.
2. Financial aid disbursement dates are contingent upon the scheduled start date(s) of your classes.
3. You must be enrolled in at least 6 units to receive FSEOG, FWS and Cal Grants.
4. If you have a Pell Grant, the amount is based on being enrolled in 12 or more units.
  - a. The award will be reduced to 75% if enrolled in 9-11.5 units.
  - b. The award will be reduced to 50% if enrolled in 6-8.5 units.
  - c. If you are enrolled in less than 6 units you may or may not be eligible to receive an award.
  - d. If your award is \$400-\$450 you may need to be enrolled in 12 units to receive the full amount.
  - e. Pell Grants are disbursed twice a semester for fall and spring (depending on when your file is processed and the number of units you are in at the time of disbursement).
5. The Board of Governors Fee Waiver waives your enrollment fees. You will not receive this in cash.

**Check Distribution Information will appear on your Award Letter once the Financial Aid Office determines your eligibility (see "Financial Aid Application Process").**

- Your check(s) will be mailed directly to your mailing address. Make sure your mailing address in WingSpan is correct. Address changes are processed in Admissions and Records.
- Allow 1-2 weeks from your disbursement dates for your check to arrive.
- All disbursement inquiries must be made in person. Please do not call our office concerning your checks.
- **Financial aid disbursement dates are contingent upon the scheduled start date(s) of your classes. Disbursement dates are subject to change based on the specific start dates of your classes.**

### Board of Governors Fee Waiver (BOGW)

You are eligible for a Board of Governors' Fee Waiver if you are a California resident and meet any one of these three criteria:

#### #1 Government Benefits and Entitlements

**You and your dependents receive support from a government program such as:**

- Public assistance from Temporary Assistance for Needy Families (TANF/AFDC)
- Supplemental Security Income (SSI)
- General Assistance/General Relief

**You and your dependents qualify for government benefits under the following:**

- California Department of Veterans Affairs certification
- Congressional Medal of Honor recipient or their children
- A dependent of a victim of the September 11, 2001 terrorist attack
- A dependent of a deceased law enforcement or fire suppression employee killed in the line of duty

NOTE: Documentation will be required for any of the above.

OR

**#2** You meet the 2008-2009 Board of Governor Fee Waiver's income standards. (Check with the Financial Aid Office for the income standards.)

OR

**#3** You have completed the Free Application for Federal Student Aid (FAFSA) and are determined to have "financial need" by the Financial Aid Office.

### California Community Colleges 2008-2009 Board Of Governors Fee Waiver Application

This is an application to have your **ENROLLMENT FEES WAIVED**. This **FEE WAIVER** is for California residents only. If you need money to help with books, supplies, food, rent, transportation and other costs, please complete a **FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)** immediately. Contact the Financial Aid Office for more information. The FAFSA is available at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or at the Financial Aid Office.

**Note:** Students who are exempt from paying nonresident tuition under **Education Code Section 68130.5 (AB 540)** are NOT California residents. If you are NOT a California resident, you are not eligible for a fee waiver. Do not complete this application. You may apply for financial aid by completing the FAFSA.

Name: \_\_\_\_\_ Student ID # \_\_\_\_\_  
Last First Middle Initial

Email (if available): \_\_\_\_\_ Telephone Number: (\_\_\_\_) \_\_\_\_\_

Home Address: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Street City Zip Code

Has the Admissions or Registrar's Office determined that you are a California resident?  Yes  No

#### IMPLEMENTATION OF THE CALIFORNIA DOMESTIC PARTNER RIGHTS AND RESPONSIBILITIES ACT

The California Domestic Partner Rights and Responsibilities Act extends new rights, benefits, responsibilities and obligations to individuals in domestic partnerships registered with the California Secretary of State under Section 297 of the Family Code. If **you** are in a Registered Domestic Partnership (RDP), you will be treated as an Independent married student to determine eligibility for this Enrollment Fee Waiver and will need to provide income and household information for your domestic partner. If you are a dependent student and your parent is in a Registered Domestic Partnership, you will be treated the same as a student with married parents and income and household information will be required for the parent's domestic partner.

**Note:** These provisions apply to state student financial aid ONLY, and not to federal student financial aid.

Are you or your parent in a Registered Domestic Partnership with the California Secretary of State under Section 297 of the Family Code? (Answer "Yes" if you or your parent are separated from a Registered Domestic Partner but have **NOT FILED** a Notice of Termination of Domestic Partnership with the California Secretary of State's Office.)  Yes  No

If you answered "Yes" to the question above treat the Registered Domestic Partner as a spouse. You are required to include your domestic partner's income and household information or your parent's domestic partner's income and household information in Questions 3, 6, 7, 8, 9, 10, 11, 12.

Student Marital Status:  Single  Married  Divorced  Separated  Widowed  Registered Domestic Partnership

#### DEPENDENCY STATUS

1. Were you born before January 1, 1985?  Yes  No
  2. As of today, are you married or in a Registered Domestic Partnership (RDP)? (Answer "Yes" if you are separated but not divorced or have not filed a termination notice to dissolve partnership.)  Yes  No
  3. Do you have children who receive more than half of their support from you, or other dependents who live with you (other than your children and spouse/RDP) who receive more than half of their support from you, now and through June 30, 2009?  Yes  No
  4. Are (a) both your parents deceased, or (b) are you (or were you until age 18) a ward/dependent of the court?  Yes  No
  5. Are you a veteran of the U.S. Armed Forces or currently serving on active duty for purposes other than training?  Yes  No
- If you answered "Yes" to any of the questions 1 - 5, you are considered an **INDEPENDENT** student for enrollment fee waiver purposes and must provide income and household information about yourself (and your spouse or RDP if applicable). Skip to Question #8.
  - If you answered "No" to all questions 1 - 5, complete the following questions:
    6. If your parent(s) or his/her RDP filed or will file a 2007 U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents?  Will Not File  Yes  No
    7. Do you live with one or both of your parent(s) and/or his/her RDP?  Yes  No
  - If you answered "No" to questions 1 - 5 and "Yes" to either question 6 or 7, you must provide income and household info about your PARENT(S)/RDP. Please answer questions for a **DEPENDENT** student in the sections that follow.
  - If you answered "No" or "Parent(s) will not file" to question 6, and "No" to question 7, you are a **dependent student for all student aid except this enrollment fee waiver**. You may answer questions as an **INDEPENDENT** student on the rest of this application, but please try to get your PARENT information and file a FAFSA so you may be considered for other student aid. You cannot get other student aid without your parent(s') information.

#### METHOD A ENROLLMENT FEE WAIVER

8. Are you (the student ONLY) currently receiving monthly cash assistance for yourself or any dependents from:
    - TANF/CalWORKs?  Yes  No
    - SSI/SSP (Supplemental Security Income/State Supplemental Program)?  Yes  No
    - General Assistance?  Yes  No
  9. If you are a dependent student, are your parent(s)/RDP receiving monthly cash assistance from TANF/CalWORKs or SSI/SSP as a primary source of income?  Yes  No
- If you answered "Yes" to question 8 or 9 you are eligible for an **ENROLLMENT FEE WAIVER**. Sign the Certification at the end of this form. You are required to show current proof of benefits. Complete a FAFSA to be eligible for other financial aid opportunities.

Board of Governors' Fee Waiver

Board of Governors' Fee Waiver

**METHOD B ENROLLMENT FEE WAIVER**

10. **DEPENDENT STUDENT:** How many persons are in your parent(s)/RDP household? (Include yourself, your parent(s)/RDP, and anyone who lives with your parent(s)/RDP and receives more than 50% of their support from your parents/RDP, now and through June 30, 2009.) \_\_\_\_\_

11. **INDEPENDENT STUDENT:** How many persons are in your household? (Include yourself, your spouse/RDP, and anyone who lives with you and receives more than 50% of their support from you, now and through June 30, 2009.) \_\_\_\_\_

12. **2007 Income Information**

	DEPENDENT STUDENT: PARENT(S)/ RDP INCOME	INDEPENDENT STUDENT: STUDENT ( & SPOUSE'S/ RDP) INCOME
a. Adjusted Gross Income (If 2007 U.S. Income Tax Return was filed, enter the amount from Form 1040, line 37; 1040A, line 21; 1040EZ, line 4).	\$ _____	\$ _____
b. All other income (Include <b>ALL money</b> received in 2007 that is not included in line (a) above (such as TANF benefits, disability, Social Security, child support)).	\$ _____	\$ _____
<b>TOTAL</b> Income for 2007 (Sum of a + b)	\$ _____	\$ _____

The Financial Aid Office will review your income and let you know if you qualify for an ENROLLMENT FEE WAIVER under Method B. If you do not qualify using this simple method, you should file a FAFSA.

**SPECIAL CLASSIFICATIONS ENROLLMENT FEE WAIVERS**

- 13. Do you have certification from the CA Department of Veterans Affairs that you are eligible for a dependent's fee waiver?  
*Submit certification.*  Yes  No
  - 14. Do you have certification from the National Guard Adjutant General that you are eligible for a dependent's fee waiver?  
*Submit certification.*  Yes  No
  - 15. Are you eligible as a recipient of the Congressional Medal of Honor or as a child of a recipient?  
*Submit documentation from the Department of Veterans Affairs.*  Yes  No
  - 16. Are you eligible as a dependent of a victim of the September 11, 2001, terrorist attack?  
*Submit documentation from the CA Victim Compensation and Government Claims Board.*  Yes  No
  - 17. Are you eligible as a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty?  
*Submit documentation from the public agency employer of record.*  Yes  No
- If you answered "Yes" to any of the questions from 13-17, you are eligible for an ENROLLMENT FEE WAIVER and perhaps other fee waivers or adjustments. Sign the Certification below. Contact the Financial Aid Office if you have questions.

**CERTIFICATION FOR ALL APPLICANTS: READ THIS STATEMENT AND SIGN BELOW**

I hereby swear or affirm, under penalty of perjury, that all information on this form is true and complete to the best of my knowledge. If asked by an authorized official, I agree to provide proof of this information, which may include a copy of my and my spouse/registered domestic partner and/or my parent's/registered domestic partner's 2007 U.S. Income Tax Return(s). I also realize that any false statement or failure to give proof when asked may be cause for the denial, reduction, withdrawal, and/or repayment of my waiver. I authorize release of information regarding this application between the college, the college district, and the Chancellor's Office of the California Community Colleges.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Parent Signature (Dependent Students Only) \_\_\_\_\_ Date \_\_\_\_\_

**California Information Privacy Act**

State and federal laws protect an individual's right to privacy regarding information pertaining to oneself. The California Information Practices Act of 1977 requires the following information be provided to financial aid applicants who are asked to supply information about themselves. The principal purpose for requesting information on this form is to determine your eligibility for financial aid. The Chancellor's Office policy and the policy of the community college to which you are applying for aid authorize maintenance of this information. Failure to provide such information will delay and may even prevent your receipt of financial assistance. This form's information may be transmitted to other state agencies and the federal government if required by law. Individuals have the right of access to records established from information furnished on this form as it pertains to them.

The officials responsible for maintaining the information contained on this form are the financial aid administrators at the institutions to which you are applying for financial aid. The SSN may be used to verify your identity under record keeping systems established prior to January 1, 1975. If your college requires you to provide an SSN and you have questions, you should ask the financial aid officer at your college for further information. The Chancellor's Office and the California community colleges, in compliance with federal and state laws, do not discriminate on the basis of race, religion, color, national origin, gender, age, disability, medical condition, sexual orientation, domestic partnership or any other legally protected basis. Inquiries regarding these policies may be directed to the financial aid office of the college to which you are applying.

**FOR OFFICE USE ONLY**

<input type="checkbox"/> BOGFW-A <input type="checkbox"/> TANF/CalWORKs <input type="checkbox"/> GA <input type="checkbox"/> SSI/SSP	<input type="checkbox"/> BOGFW-B <input type="checkbox"/> BOGFW-C	<input type="checkbox"/> Special Classification <input type="checkbox"/> Veteran <input type="checkbox"/> Medal of Honor <input type="checkbox"/> Dep. of deceased law enforcement/fire personnel	<input type="checkbox"/> National Guard Dependent <input type="checkbox"/> 9/11 Dependent	RDP <input type="checkbox"/> Student <input type="checkbox"/> Parent	<input type="checkbox"/> Student is not eligible
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Comments: \_\_\_\_\_

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_