

Arizona Culinary Institute



Financial Aid Facts

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Arizona Culinary Institute (ACI) participates in Federal Student Aid Programs. These programs include Federal Pell Grant and Federal Stafford and Unsubsidized Stafford Loans. Students may also be eligible to receive funding through scholarships and Private Education lenders. Depending on the program, eligibility may be need based, non-need based or credit based.

ACI has links to several scholarship web sites and information about internal scholarships specific to ACI listed on our website under the financial aid tab.

Students that are awarded Federal Student Aid have rights and responsibilities that include receiving the following information:

- ∴ Need-based and non-need-based federal financial aid available to students
- ∴ Need-based and non-need-based private aid programs available
- ∴ How to apply for aid and how eligibility is determined
- ∴ How ACI distributes aid among students
- ∴ How and when financial aid is disbursed;
- ∴ The terms of, the schedules for, and the necessity of loan repayment and required loan exit counseling
- ∴ The criteria for measuring satisfactory academic progress and how to regain eligibility for federal financial aid if satisfactory academic progress has not been maintained.

How to apply for Federal Student Aid

To apply for federal student aid visit www.fafsa.ed.gov. There is no fee to complete the FAFSA. If you are directed to a site that charges a fee you have accessed the wrong website. Arizona Culinary Institutes school code is **041209**. Please print a copy of your FAFSA for your records.

The FAFSA information is used to determine eligibility for the Federal Pell Grant, SEOG Grant, Federal Work Study, Federal Stafford Loans, Federal Perkins Loans, Federal PLUS Loans and state grant programs. Please check with ACI's Financial Aid Office to learn which grant and loan programs we participate in and to verify which FAFSA year you should be complete. You may request a paper FAFSA from ACI's Financial Aid Office; however paper applications generally take longer to process.

How drug convictions affect your Federal Financial Aid

By law, some students who have drug-related convictions under any federal or state law may be ineligible for federal student aid

According to the law, if you are convicted of a drug-related offense while you are enrolled in a program and receiving federal financial aid you may face these restrictions:

	Possession of illegal drugs – you are ineligible from the date of conviction	Sale of illegal drugs- you are ineligible from the date of conviction
1 st offense	1 year from date of conviction	2 years from date of conviction
2 nd offense	2 years from date of conviction	Indefinite period
3 rd offense	Indefinite period	Indefinite period

Students who are convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period.

Do all drug convictions count?

No, Students do not count any convictions that were reversed, set aside or removed from their record. Students should not count any conviction that occurred before they were 18, unless they were prosecuted as an adult. Alcohol and tobacco are not illegal drugs under this law.

Students that have had drug convictions should still complete and submit a Free Application for Federal Student Aid (FAFSA). They may be still be eligible, depending on the date and number of convictions. Students need to keep in mind that many scholarships and state programs use information from the FAFSA to award their programs as well.

What if I am indefinitely ineligible?

Students can regain eligibility for federal student aid no matter how many or what type of drug convictions they may have. They must successfully complete an acceptable drug rehabilitation program that meets the standards set by Congress and the Department of Education, and then will regain eligibility on the date the program is completed.

What is an acceptable drug rehabilitation program?

An acceptable drug rehabilitation program must have two unannounced drug tests and it must either:

- Be qualified to receive funds directly or indirectly from a federal, state, or local government program or a federally or state-licensed insurance company
- Be administered or recognized by a federal, state, or local government agency or court or a federally or state-licensed hospital, health clinic or medical doctor.

How can I get more information?

If you still have questions about the law, call the Federal Student Aid Information Center at 1-800-433-3243. Your personal information is confidential, and you will remain anonymous.

If you would like to find out if a drug rehabilitation program meets the described standards, you need to contact the rehabilitation program.

Once your federal student aid information has been processed and your start date has been verified, ACI will send you a financial aid award letter. If you have questions about financial aid or your financial aid award letter please contact the Financial Aid Office at 480-603-1066 or toll - free at 866-294-2433.

Types of Federal and Private Student Aid

Federal Pell Grant is a need based grant that does not need to be repaid. Pell Grants are awarded to eligible students with financial need who are pursuing their first undergraduate degree. The maximum Federal Pell Grant for 2010/11 is \$5550.

Direct Subsidized Stafford Loan awards are based on an eligible student's financial need. The interest on these loans is paid by the federal government while the student is enrolled at least half time. The subsidized student loan interest rate is set by the federal government and students are given a 6 month grace period upon graduation before repayment begins. First year students must complete entrance counseling prior to receiving their loans.

Direct Unsubsidized Stafford Loan awards are made regardless student need. Interest on this loan is not paid by the federal government during school; however it can be deferred while the student is attending at least half time. Interest that is not paid by the student will capitalize (added to the principal balance) at the end of the deferment period. The Unsubsidized Stafford Loan interest rate is set by the federal government and students are given a 6 month grace period upon graduation before repayment begins. First year students that do not have subsidized loans are required to complete entrance counseling prior to receiving their loans.

Direct Parent (PLUS) Loan program is a borrowing option for parents of dependent undergraduate students. Parents may borrow up to the cost of attendance minus any financial aid the student is set to receive. Currently the interest rate is fixed at 7.9%. A positive credit history is required for a parent to receive the PLUS loan.

Private Loans are offered by different lenders who have their own eligibility criteria. Private loans are available to students who are not eligible for federal loans or students who need assistance beyond their federal eligibility. This type of loan typically has a variable interest rate tied either to the Libor or Prime Rate. Fees can vary on these loans and are based on the borrowers and/or co-borrowers credit rating.

For more information on Federal loans, including borrow limits, terms and conditions, current interest rates and repayment and deferment options visit www.studentaid.ed.gov or call ACI's Financial Aid Office to request a copy of Funding Education Beyond High School: The Guide to Federal Student Aid.

General Student Aid Information

Prior Federal Student Loan Deferment requests can be submitted to the Director of Financial Aid for completion. If you are a registered student whom is attending classes at ACI you may request to defer your prior federal student loans. Deferment forms should be obtained from the current. Students that are unable to receive forms from a lender may contact ACI's Financial Aid Office for a generic deferment form. Loan holders make the final determination of granting your deferment request. Additional details regarding all available deferment types may be reviewed at www.studentaid.ed.gov.

Loan Disbursements are made in accordance with federal laws and ACI/Financial Aid policies. ACI requires the following criteria before financial aid is applied toward a students' account or disbursed to the student.

- ∴ Students must complete and return all documents requested by the Financial Aid Office
- ∴ Students can not be on academic or financial suspension
- ∴ First time borrowers must complete an entrance interview

Federal financial aid funds must be used to pay tuition and fees. If any funds remain, they are disbursed to the student within 14 days.

ACI participates in the Direct Loan program; therefore funds will be disbursed directly from the Department of Education

If you have a valid Master Promissory Note on file, your account will be credited no earlier than the first day of class.

For each loan period, the first disbursement will occur no earlier than the first day of class with the second disbursement no earlier than the mid-point of the loan period.

For EFT loan disbursements: Prior to receiving loan funds, the Financial Aid Office verifies student eligibility and then authorizes the loan disbursement to the students ACI account. If a credit balance results after the disbursement is made the student will receive a refund within 14 days.

Within 30 days of receiving loan funds students are sent a disclosure from the Financial Aid Office informing them of their right to cancel all or a portion of their student loans.

Private loan funds disburse 30 days prior to the students start date and are for the requested loan amount. If expense monies are included in the amount borrowed, students will receive a refund check within 14 days.

Financial Aid Entrance and Exit Counseling is done prior to a student borrower receiving federal loan money and upon completion of their program of study. ACI ensures an entrance interview is completed either online at www.azculinary.com or in person. Exit counseling is completed by the student online at www.azculinary.com prior to leaving campus for their Internship.

Refunds and Repayment information is available in ACI's Catalog and on the Enrollment Agreement. These policies are determined in compliance with federal and state requirements. Students should review and understand the refund and repayment policies in the event they must withdraw from their program before completion.

Satisfactory Academic Progress A student must maintain satisfactory academic progress during their course of study to remain eligible for financial aid assistance. Satisfactory academic progress is reviewed at the completion of each 6-week block.

Satisfactory Academic Progress is measured by:

- ∴ The cumulative grade point average (CGPA)
- ∴ The number of credits earned in relation to those attempted
- ∴ The maximum time frame allowed to complete the academic term

Cumulative Grade Point Average (CGPA) Requirements

Students must maintain a minimum CGPA during their enrollment to achieve satisfactory academic progress. A CGPA below the standard (see CGPA requirement chart below) results in the student being placed on academic and financial aid probation during the next block.

CGPA Requirement Chart

Total Number of Credits Completed	Minimum ACI Cumulative GPA
0 -10 Credits	1.5
11 - 43 Credits	2.0

Cumulative Credits Earned

Students who fail to complete the required 67% of all credits attempted will be placed on Academic and Financial Aid Probation.

- **Credits attempted:** Apply to all classes for which students receive a passing grade, or an “F”, “I”, “W”, “P”, “R.”
- **Credits completed:** Apply to all classes for which a student receives a passing grade of “A”, “B”, “C”, “D”, and P.”

Repeated classes: Students must retake a class if he/she received a failing grade (F). Students are only allowed to retake each class one (1) time before losing financial aid eligibility for that course. Failed classes are immediately repeated; the student is not allowed to move on to the next block until a passing grade is achieved. Repeated classes count towards cumulative credits attempted. Credits completed count only once; when a passing grade is awarded. The higher of the two grades is used to calculate CGPA.

Transfer Credits: Are not counted as credits attempted or credits completed. They are not included in the CGPA calculation or rate of progress but can affect the maximum time frame to complete.

Maximum Time Frame to Complete

Students are expected to complete the program within the maximum number of credits attempted. Students no longer receive financial aid after they reach these maximums and will be dropped from the program.

Program	Maximum Credits Allowed
Diploma	64.50

Probation and Suspension

Probation

Student’s satisfactory academic progress is evaluated at the end of each 6-week block. Each evaluation includes a review of the student’s cumulative credits earned and CGPA. Students on financial aid probation are allowed to receive federal aid during their probationary term. If a student fails to meet satisfactory academic progress requirements at the end of their probationary block their financial aid will be suspended until they have regained satisfactory progress. If a student is placed on academic and financial aid

probation for a block and successfully completes that block, the student is removed from academic and financial aid probation.

Suspension

Financial aid suspension will occur when a student does not successfully meet the satisfactory academic progress requirement during their probationary block. Financial aid suspension results in the loss of all federal aid. Students are allowed to repeat the courses but are required to pay tuition expenses out of pocket. If a student successfully completes a block without receiving financial aid and meets the satisfactory academic progress requirements, they regain financial aid eligibility.

Appeal

Students who fail to meet satisfactory academic progress standards and lose financial aid eligibility have the right to appeal. Appeals must be made within 15 days after the student is notified of their financial aid suspension. An appeal must be submitted in writing to the Director of Financial Aid. All appeals must include supporting documentation and a completed Financial Aid Satisfactory Academic Progress Appeal form. Students will be notified in writing within 15 days of the Director's decision. If an appeal is successful, students are placed on Probation for the term which the appeal was approved.

Acceptable reasons for an appeal include the following:

- Medical problems (self or family illness, hospitalization)
- Family emergency (death of immediate family member)
- Extenuating circumstances beyond a student's control (house fire, forced to relocate, violent crime)
- Military Leave

Readmitted Students

If a student withdraws or is dropped from the program and later readmitted, their previously completed credits are included when the student's satisfactory academic progress is evaluated. If a student was on academic or financial aid probation when they exited, they will return to the same status and the same block upon reinstatement.

Graduation

To be eligible for graduation, students must have a minimum CGPA 2.0, successfully completed all required credits and be current on all financial obligations.

Cost of Attendance at ACI includes tuition and fees, book and supplies, average living expenses, transportation costs and personal/miscellaneous expenses. The Cost of Attendance represents an average cost based on information gathered from several professional resources. Currently, ACI's Cost of Attendance for students not living with parents is

Tuition and Fees	\$26,015
Books and Supplies	\$ 1,805
Room/Board	\$ 7,479
Transportation	\$ 2,729
Personal/Miscellaneous Expenses	\$ 4,122