



16-17 ACADEMIC AGREEMENT

CONDITIONS OF FINANCIAL AID AWARDS

1. You must participate in all 5 weeks of your 1st course and the 2nd week of the 2nd course to receive a disbursement.
2. The Department of Education disburses funds to GBC during the 3rd week of the 2nd course.
3. You must participate in the last scheduled course in your semester to avoid funds being returned to the government.
4. Any excess financial aid will be mailed to you within 14 days of the disbursement date.
5. You must maintain Satisfactory Academic Progress to remain eligible for financial aid.
6. If you drop a course, your financial aid amounts and disbursements are affected and adjusted.
7. If you spend your excess funds and then fail any course, you might not have any financial aid funds to continue your program.
8. Borrowing only what you need for tuition will often ensure you have enough funds for dropped and failed courses.

DROPPING A COURSE

1. Attendance is defined by completing any assignment in Blackboard, such as a paper or answering a Discussion Question.
2. Any refund for a dropped course will be determined by your Last Date of Attendance (LDA).
3. If you contact your academic advisor before the class starts and post nothing, you will be charged nothing.
4. If you contact your academic advisor after the class starts and post nothing, you will be charged 50% of the Book and Technology Fee and a drop fee of \$100. **The total cost for a Drop during the first week is: \$175.**
5. If your LDA is during the first week of the course, you will be charged 20% of tuition, 50% of the Book and Technology Fee and a drop fee of \$100. Your grade will appear as a W on your transcript. **The total cost for a W during the first week is:**

TYPE OF TUITION	COST PER CLASS	20% OF TUITION	50% OF B&T FEE	DROP FEE	TOTAL
MILITARY	\$250 x 3 = \$750	\$750 x .2 = \$150	\$150 ÷ 2 = \$75	\$100	\$325
ASSOCIATE CLASS	\$310 x 3 = \$930	\$930 x .2 = \$186	\$150 ÷ 2 = \$75	\$100	\$361
BACHELOR CLASS	\$395 x 3 = \$1185	\$1185 x .2 = \$237	\$150 ÷ 2 = \$75	\$100	\$412

6. If your LDA is during the second week of the course, you will be charged 50% of tuition, 50% of the Book and Technology Fee and a drop fee of \$100. Your grade will appear as a W on your transcript. **The total cost for a W during the second week is:**

TYPE OF TUITION	COST PER CLASS	50% OF TUITION	50% OF B&T FEE	DROP FEE	TOTAL
MILITARY	\$250 x 3 = \$750	\$750 x .5 = \$375	\$150 ÷ 2 = \$75	\$100	\$550
ASSOCIATE CLASS	\$310 x 3 = \$930	\$930 x .5 = \$465	\$150 ÷ 2 = \$75	\$100	\$640
BACHELOR CLASS	\$395 x 3 = \$1185	\$1185 x .5 = \$592.50	\$150 ÷ 2 = \$75	\$100	\$767.50

7. If you participate into the third, fourth or fifth week, there is no refund and you will be charged 100% of tuition and 100% of the Book and Technology Fee.

RENTAL BOOKS

1. You must notify your Academic Advisor of any shipping address changes to ensure books are delivered.
2. If you are registered within 2 weeks of a course, you will be charged expedited shipping.
3. If you do not return your books within 1 week after the course, you will be charged the full cost of books.
4. \$150 per scheduled course is charged to your account for the Book and Technology Fee.

MISCELLANEOUS

1. If a cohort becomes small in size, that group might be combined into another cohort.
2. If an onsite course is unavailable, you may be required to take an online course in its place.
3. If you want someone to have access to your information, please contact your Academic Advisor for a FERPA release.
4. The average student invests 20-25 hours of work every week in reading, writing, class discussion, etc.