



**West Los Angeles College  
Financial Aid Office**

**Student Responsibility Agreement**

Your educational success is our primary concern. To be eligible for federal and state financial aid programs at a California Community College, students are required by the U.S. Department of Education and the State of California to maintain satisfactory academic progress as they work toward completing their educational objectives-- certificate, AA or AS degrees, or transfer program. Guidelines to promote timely completion of your educational goals can be found in the Los Angeles Community College District "Satisfactory Academic Progress for Financial Aid" brochure or on the college financial aid website [www.wlac.edu/financialaid](http://www.wlac.edu/financialaid)

All students interested in applying for financial aid are subject to the same academic progress standards. By signing this Student Responsibility Agreement you are acknowledging that you have received information on the "Satisfactory Academic Progress for Financial Aid" and agree to adhere to the guidelines stipulated in the Student Responsibility Agreement.

Students that are disqualified from receiving financial aid for not meeting the satisfactory academic progress standards must submit a written petition to the Financial Aid Office explaining why they were not able to meet the satisfactory academic progress standards. To assure fairness to all financial aid recipients the following appeal petition review policy will be applied to all students that have been disqualified:

**Satisfactory Academic Progress Policy**

- 1) Maintain a cumulative and semester grade point average (GPA) of 2.0 or higher.**

Students whose cumulative grade point average drops below a 2.0 shall submit a written petition for financial aid reinstatement only if an extenuating documented circumstances such as illness, death in the family, hospitalization, financial hardship etc. caused your GPA to drop below 2.0. If the student is unsuccessful in raising their GPA over 2.0 in the following semester after being placed on disqualification for financial aid, the student will not be able to petition for reinstatement until he or she demonstrates that they are making satisfactory academic progress. GPA must be 2.0 or higher each semester to meet satisfactory academic progress standards and remain eligible for financial aid. Only one appeal will be considered for this requirement.
- 2) Complete a minimum of 67% of all units attempted.**

Students who fail to complete a minimum of 67% of all units attempted shall submit a written petition for financial aid reinstatement only if an extenuating documented circumstance such as illness, death in the family, hospitalization, financial hardship etc. caused your units completed to drop below 67%. If the student is unsuccessful in completing a minimum of 67% of all units attempted in the following semester the student will not be able to petition for reinstatement until he or she demonstrates that they are satisfactory advancing in their coursework and their minimum completion rate is over 67%. Only one appeal will be considered for this requirement.

Students who are disqualified for not maintaining a cumulative GPA of 2.0 or higher and have not completed a minimum of 67% of all units completed will be held to the aforementioned standards and appeal rights.

Students who are subject to dismissal from the Los Angeles Community College District (LACCD) will not be awarded financial aid, except for the Board of Governors Fee Waiver, until they are back in good standing with the LACCD.

**3) Have more than 90 attempted units.**

Students with more than 90 units attempted may submit a written petition for financial aid reinstatement only if their GPA is a 2.0 or higher and their academic record shows that they are progressing towards their educational goal. Only essential courses that meet your educational goal will be approved for financial aid and must be reflected on your student educational plan. Supplemental courses such as Learning Skills, Physical Education, Library Science, Personal Development, etc. will not be covered under financial aid once you reach the 90 unit threshold.

Students with 120 or more units attempted or completed must have 15 units or less of coursework remaining to complete their educational objective to submit a written petition for financial aid reinstatement.

Only one change of major and educational goal adjustment will be considered.

**4) Have not earned AA, AS, or higher degree within or outside of the LACCD.**

Students that have earned an AA, AS or higher degree within or outside of the LACCD may submit a written petition for financial aid extension only if they are pursuing a certificate, a second AA or AS degree or planning to transfer to a four year institution to earn a BA or BS degree. Only essential courses required for your educational objective will be approved for financial aid. Those courses must be reflected on your student educational plan. A cumulative GPA of 2.0 or higher and satisfactory academic progress must be demonstrated to receive a financial aid extension.

Students with an earned BA, BS or higher degree are not eligible for federal or state grants but may petition to apply for subsidized and unsubsidized student loans.

**5) Maximum Pell Grant Eligibility**

The Consolidated Appropriations Act of 2012 (P.L. 112-74) effective July 1, 2012 students are now limited to 12 full time semesters (or 600%) of federal Pell Grant eligibility during their lifetime. You can find your Lifetime Eligibility Used (LEU) at [www.nsls.gov](http://www.nsls.gov).

By signing the Student Responsibility Agreement you are acknowledging that you read, and understand the "Satisfactory Academic Progress for Financial Aid" guidelines and agree to adhere to the Student Responsibility Agreement.

I \_\_\_\_\_ have read and/or received information of the Los Angeles Community College "Satisfactory Academic Progress for Financial Aid" policy that explains the eligibility requirements to qualify for federal and state student aid.

I \_\_\_\_\_ understand if I fail to meet the academic progress standards the appeal petition process stipulated in the Student Responsibility Agreement will apply for financial aid reinstatement or extension.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date