



Calculating Federal Pell

Application, calculation, awarding and disbursing

All students are encouraged to apply for financial aid at least two months prior to enrollment by filing the Free Application for Federal Student Aid (FAFSA.) While there isn't a deadline, the application must be received in the Urban College of Boston financial aid office as soon as possible. Ideally the application should be filed every year prior to May, 1st. This will insure that full-time students are also considered for Mass State Grant as well.

Faculty give students reminder notices in all classes in March; Notice is also given with the registration material sent to everyone on the mailing list prior to registration. A reminder email is also sent to all enrolled students. Application procedures are posted on the web site as well as in the catalog.

To be eligible for Federal and State financial aid, a student must be:

- Accepted for admissions to the Urban College of Boston Certificate or Degree program
- Have a high school diploma or GED certificate
- Not be in default on a student loan(s)
- Not have a previous baccalaureate degree in the United States or equivalent to one in the United States
- Be a U.S. Citizen, permanent resident or eligible non-citizen of the United States
- Be making satisfactory academic progress at Urban College
- If male, be registered with selective service; or be a veteran of the U.S. arm forces

In addition to the above, eligibility is based on financial need as determined by the Federal Department of Education after analysis of the information on the FAFSA form. If the Department of Education selects a student's file for one of the Tracking Verification groups, the financial aid office will collect the required tax forms and the appropriate verification forms from the student to verify that the information is accurate before finalizing any awards.

If a student is eligible for a Pell Grant, and the Department of Education has confirmed the amount of the award, the Urban College of Boston financial aid office will notify the

student of the amount of the award and notify the Business Office Manager to disburse the funds to the student's account. The award is based on the student's EFC and Department of Education Guidelines.

Once the funds have been disbursed, the Business Office Manager requests the Department of Education to deposit the funds into the Urban College Federal funds account.

Recalculating Pell Grant

- **Change in EFC:** If a student's EFC changes due to Verification, the Pell Grant is recalculated for the entire award year. The student is sent an updated award letter.
- **Change in Enrollment Status:** If a student's enrollment status changes within a semester, the Pell Grant is recalculated for that particular semester, based on the number of classes the student attended for the course. If the student withdraws from a course, Pell will decrease and if the student adds a course Pell will increase based on the Department of Education guidelines. The student is sent an account statement showing the decrease or increase in Pell Grant for the given semester.
- **Change of Enrollment Status between terms:** Pell Grant is calculated for each term based on the enrollment status for that term.

Terms, Payment methods and cost of attendance

- **Crossover summer payments:** Summer Programs are awarded out of the current award year. Urban College of Boston reserves the right to complete summer awards out of the subsequent award year per the student's request.
- **Cost of attendance:** Cost of attendance is determined by the Finance Department; Director of Financial Aid, Business office Manager and approved by Dean of Administration and Finance.
- **Change in Cost of Attendance:** Cost of attendance is recalculated when a student's enrollment status changes. Pell Grant is calculated and determined by EFC, the number of credits a student is registered for, and class attendance for the term.