

BELHAVEN UNIVERSITY

Rights & Responsibilities Governing Student Financial Aid

As a student, **YOUR RIGHTS include the right to know:**

- The cost of attending the university.
- Any financial assistance available from federal, state, and institutional sources.
- Procedures and deadlines for submitting applications for financial aid.
- How financial aid recipients are selected.
- How your eligibility was determined, including all resources the aid office considered available to you.
- An explanation of each type of award you receive and how and when funds will be disbursed to you.
- For any student loan you receive: the interest rate, total amount you must repay, when your repayment begins, the length of your repayment period, and the cancellation or deferment provisions of your loan.
- For any Federal Work-Study job: a description of the job, the hours you must work, the rate of pay, and how and when you will be paid.
- The satisfactory academic progress policy.
- How to appeal a decision by the Office of Financial Aid concerning your aid award.
- The Refund Policy for students who withdraw.
- Campus crime statistics

As a student, **YOUR RESPONSIBILITIES include:**

- Read directions thoroughly, complete all application forms accurately, and to comply with any deadlines.
- Provide any supplemental information or documentation required by the Office of Financial Aid or other agency if applicable.
- Read, understand, and keep copies of any forms you are required to sign.
- Select and register for courses that are applicable to your current program of study.
- Attend all classes and pursue successful completion of the courses for which you register.
- Repay any student loans you may receive.
- Complete an entrance interview and an exit interview if you receive federal student loans.
- Notify the Office of Financial Aid of any change in your enrollment status or financial status (including any scholarships or grants received from outside sources). Changes of address and enrollment status must also be reported to your lender if you have a loan.
- Satisfactorily perform the work agreed upon in a Federal Work-Study job.
- Know and understand the Refund, Withdrawal and Return of Federal Student Aid policies of the university.
- Know and comply with all requirements for continuation of financial aid, including satisfactory academic progress requirements.
- Monitor university email and BlazeNet accounts regularly for important updates and notifications.