



# WSSU

## Student Rights and Responsibilities

### **Students have the right to obtain from Winston-Salem State University:**

- Procedures and deadlines for submitting applications for each available financial aid program
- Procedures necessary for reapplying for financial aid each year and any priority filing dates
- Cost of attending Winston-Salem State University and Winston-Salem State University refund policy
- Criteria used to select financial aid recipients
- Process of how student financial need is determined
- The amount of financial need that has been met due to awarding of financial aid
- Information about the resources considered in the calculation of financial need
- Available financial aid programs (federal, state, institutional and institutionally awarded private) and their exact requirements
- Knowledge of how various financial aid program eligibilities are determined
- Knowledge of how decisions on financial aid eligibility are made, the basis for these decisions, and the procedures for reconsidering of a financial aid package if it is believed that a mistake has been made or if circumstances have changed
- Type and amount of assistance in a student financial aid award package and an explanation of each award
- Procedure of how satisfactory academic progress (SAP) is determined, information about the status of SAP being met, and the policy and process to follow if it is not being met
- Information about what happens if they withdraw from courses, withdraw completely or drop out during a semester or year
- Information about what portion of their financial aid is loan(s) and what portion is grant(s).
- Interest rate on loans, the length of time in which the loans must be repaid, the projected start date of repayment, and applicable deferment and cancellation provisions
- Who can give you further advice
- Special facilities and services available to persons with disabilities

### **Students have these responsibilities:**

- Carefully review, consider and understand all information provided regarding Winston-Salem State University financial assistance programs, performance expectations, degree/program requirements and student responsibilities prior to enrolling.
- You, the student, must complete all requirements for financial aid (acceptance of awards, completion of loan entrance and exit counseling, completing the master promissory note (MPN), satisfactory academic progress appeals, etc. It is illegal to allow anyone else to complete the aforementioned requirements for you.
- Pay close attention when completing the Free Application for Federal Student Aid (FAFSA)
- Complete all required forms accurately and submit them to the correct locations by the published deadlines. Errors will cause delays or prevent the awarding of financial aid
- Meet all deadlines for applying or reapplying for aid
- Provide all additional documentation, verification, corrections and/or new information requested by the Office of Financial Aid and information required by the University
- Intentional misreporting of information on application forms for federal aid is a violation of the law and is considered a criminal offense subject to penalties under the United States Criminal Code
- Respond in a timely manner regarding offers of financial assistance by the financial aid notification letter and indicate the acceptance or rejection of offered financial aid
- Maintain good academic standing and make satisfactory progress
- Inform the Office of Financial Aid of any and all outside scholarships or resources available to meet your cost of attendance at the University
- Notify the University of any changes in: attendance (withdrawal from courses, withdrawal from school) name, address, marital status, housing situation, or expected graduation date
- To complete both an entrance and exit interview if you borrow financial aid through the loan programs
- Understand the University's refund policy and the Return to Title IV Refund policy
- Understand the Satisfactory Academic Progress policy and procedures
- Read, understand and keep copies of all forms which are signed