

Paying For College

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Financial Aid

OC Bremerton: Third floor,
College Service Center
360.475.7160 or 1.800.259.6718, Ext.
7160, 360.475.7471 FAX

OC Bremerton, OC Poulsbo, OC Shelton
E-mail: financialaid@olympic.edu

Visit www.olympic.edu/FinancialAid for financial aid instructions and forms.

Where to Pay – Cashier's office

OC Bremerton: First floor,
College Service Center
360.475.7181 or 1.800.259.6718,
Ext. 7181
www.olympic.edu/Cashier

OC Poulsbo: Student Services, Rm 114
360.394.2726 (payment by check, money
order, cash, or credit card)

OC Shelton: 360.432.5400

Use OASIS to pay online!
www.olympic.edu/OASIS

Introduction

Paying for college begins with knowing the steps to follow. This section provides an overview of how to apply for financial aid, including federal and state aid and scholarships, tuition costs, fees, and where to pay.

Financial Aid

OC participates in a variety of financial aid programs designed to assist needy students with college-related expenses. These programs are funded through federal and state governments and through private sources such as clubs, organizations, and individuals.

Eligibility

To qualify for federal/state financial aid, students must meet the following basic eligibility criteria:

- U.S. citizenship or eligible non-citizen
- High school diploma, GED, or pass an “Ability to Benefit Test” at OC
- Enrollment in an eligible program of study
- Maintain satisfactory academic progress
- Comply with selective service registration
- Valid social security number
- Not be in default on a federal student loan
- Not owe a refund to a federal grant

Financial Aid Programs

Many financial aid programs are based on need such as federal and state grants and employment and loan programs. Other programs are based on merit or achievement that is common to scholarships. OC participates in the following student financial aid programs:

Grants

Federal Pell grant
Federal Supplemental
Opportunity Grant
State need grant
OC grant
OC tuition waiver

Employment

Federal work study
State work study

Loans

Federal Stafford Loan
Federal PLUS Loan
Alternative private loans

Scholarships

For more information about Scholarships, see “Scholarships” in this section.

How to apply for Financial Aid

To apply for federal and state financial aid, students must complete:

- (1) OC Admissions Application
- (2) Free Application for Federal Student Aid (FAFSA)
- (3) OC Financial Aid Data Sheet

The information provided on the FAFSA will be the basis to determine eligibility for one or more of the available financial aid programs.

The FAFSA is available January 1 of each year and may be completed and submitted online at www.fafsa.ed.gov.

Hard copy FAFSAs are also available from OC's Financial Aid office in Bremerton. Some students will be required to furnish additional documentation. A new FAFSA must be submitted each year.

Students are advised to apply early in the year as soon as the FAFSA is available. All applicants are directed to OC's Financial Aid webpage at www.olympic.edu/FinancialAid to access forms, instructions, information, deadlines and helpful links for the application process. Additional forms are required to apply for student loans and these are available on the OC Financial Aid webpage at the above link.

Awarding and Receiving Financial Aid

When the Financial Aid office has a completed financial aid file, the file is reviewed and the student will be notified by mail of their eligibility and options. A completed financial aid file is one that contains a valid and correct Student Aid Report, completed Financial Aid Data Sheet and all requested supporting documentation.

All financial aid is awarded based on the appropriate federal, state or institutional guidelines and eligibility for one financial aid program does not extend to all programs.

In determining eligibility for need based aid, the college uses “averages” associated with the following expense components: Tuition/fees; books/supplies; room and board; personal and transportation. Separate budgets are developed for students living with parents and those not living with parents. Various adjustments are made for students who must pay different tuition rates such as those classified as non-state residents.

Student Financial Aid budgets for the 2009-2010 award year will be established after the catalog has been printed. This information will be posted on the Olympic College Financial Aid webpage when available.

When aid has been awarded, a student may receive it in a variety of ways. A student who has been awarded a grant prior to registering for classes may use these grant funds to pay all or part of their tuition/fee charges, depending on the amount of aid they have been awarded for that term.

Students who have balances in their grant awards after tuition has been paid will have a balance check available on the first day of the quarter. Scholarship recipients are paid at the same time that grant recipients are paid provided the college has received the funds from the donor.

Students who have been awarded a student loan will receive their check by mail after the thirtieth day of the term has passed. Students awarded employment under the federal or state work study programs are paid once each month for the prior month worked.

Student Responsibilities and Satisfactory Progress

All students receiving federal or state financial aid are expected to register for only program-required courses and attend and complete all courses with grades of 2.0 or higher. Financial aid recipients who do not meet the satisfactory academic progress standards may be placed on probation or may have future aid terminated.

In addition, a student may be required to repay all or part of any aid disbursed if they fail to meet these standards. Visit the OC Financial Aid webpage to view the satisfactory academic progress standards in place for federal and state aid recipients.



Scholarships

Scholarship awards are based on varying criteria (e.g., financial need, academic achievement, area of study, etc.). Interested students of all ages should review their eligibility and apply during the announced scholarship application period for the upcoming academic year. High school students may request a scholarship application from their high school counselor.

Financial Aid Scholarships

A variety of scholarships are available through the Olympic College Financial Aid Office located on the third floor of the College Service Center at OC Bremerton. Detailed scholarship information and application forms are available on the financial aid scholarship webpage at www.olympic.edu/FinancialAid/schol.

OC Foundation Scholarships

Students may also find out about scholarships available through the OC Foundation. Visit the OC Foundation located on the fifth floor of the College Service Center at OC Bremerton or go to www.olympic.edu/BusinessCommunity/Foundation/Scholarships.

Tuition and Fees

OC offers standard tuition rates for resident, U.S. citizen non-residents and international students. Registration for fall quarter 2009 begins May 26, 2009 with payment for all required tuition and fees due by August 24, 2009. If a student registers for fall quarter 2009 after August 24, 2009, payment for all required tuition and fees is due two business days after registration.

Tuition Payment Plan - STEPP

Students are encouraged to participate in the STEPP program, a tuition payment program that requires a minimum down payment of 25% of tuition and fees **plus** a \$10 non-refundable application fee. The balance of tuition and fees is to be paid over the course of six weeks. Enrollment in STEPP is currently open through the second week of each quarter. Sign up for STEPP now in the Cashier's Office or call 360.475.7181 for more information. Additional information and an enrollment form is on the OC's website: www.olympic.edu/students/tuition/stepp.

IMPORTANT NOTICES: Tuition and fees for 2009-2010 have not been determined at the time of the publication of this catalog. If there are any rate increases, they will become effective fall quarter 2009. Please see OC's quarterly schedule, *The View*, or visit OC's website at: www.olympic.edu/StaffFaculty/AdministrativeServices/cashier for current tuition and fee rates.

Fee Information

All students in credit classes are charged the following fees each quarter, including summer session.

Student Service: \$1/credit (maximum \$10)
Technology*: \$3.50/credit (maximum \$35)

*Technology Fee exemptions: Running Start, apprentice trade theory courses, zero-credit contract training, continuing education, and adult basic education.

Security Enhancement: \$20

The Security Enhancement Fee is charged for credit courses held at OC Bremerton, OC Poulsbo, and OC Shelton.

Testing Fees

Accuplacer: \$15 (non-refundable)
Test retakes: \$15

GED test series: \$75; **Test retakes:** \$15

Proctor Test Fee: \$25

Other Fees

Washington Online: \$8/credit
Telecourse: \$30 (Optional Telecourse Tape Rental Fee: \$35)

Class Fees

Some classes require additional fees. If applicable, the specific amount of the fee appears in the class listing in *The View*.

How to Pay

- **ONLINE:** using OASIS – Visa, Mastercard: <https://www.oc.ctc.edu/wccba>
- **BY PHONE:** Cashier 360.475.7181 or 1.800.259.6718, Ext. 7181 and pay by Visa or Mastercard. **The Cashier's Office experiences a high volume of calls during peak registration; please be patient.**
- **IN PERSON:** At the Bremerton Cashier's Office, Shelton main office and Poulsbo Student Services office. We accept check, money order, cash, personal checks for the exact amount of tuition and fees, Visa and Mastercard or debit card.

NOTE: Active duty students may be eligible to use military tuition assistance to pay for classes. For details, see an Naval Base Kitsap on base academic advisor.

Tuition Waivers

OC participates in the following optional tuition waivers. Specific per credit rates for 2009–2010 have not been determined at the time of this publication. Please visit OC's website for a current listing of waiver rates at www.olympic.edu/students/tuition/spaceavailable.htm.

Mandatory Waiver

- **Fallen Veterans:** All tuition and fees are waived for a child or spouse of an eligible veteran or National Guard member who became totally disabled or lost their life while engaged in active federal military or naval service. Contact the Veterans Office for more information.
- **Running Start:** All courses 100 and above, as well as non-consumable fees, are waived for students in the Running Start program. Contact the Running Start Office for more information.

Optional Waivers

- Adult Basic Education
- Active Duty Military/Dependents and WA Nat'l Guard/Dependents
- Athletic Waiver (Must have approval of Athletic Dept)
- High School Completion
 - Maximum Credits: Resident=45, Non-Resident=45
 - Adult High School waiver eligibility is determined by an OC counselor. Must be 19 years of age or older.
- Higher Education (Must be employed 20 hrs or more per week)
- Non-Resident
- Parent Education Co-Op
- Refugees
- Senior Citizens (Audit Only): (60 yrs of age or older; limited to two classes quarterly on a space available basis)
- Veterans (For current information on veterans waivers, please visit OC's website at: www.olympic.edu/VeteransServices)
- WA Classified Employee

Vocational Waivers (>18 credits)

- WA Resident
- WA Non-Resident: Requires the signature of the division dean and the Dean of Workforce Development.

Washington State contributes to the cost of student education through support of basic instructional costs and state-supported financial aid. Student tuition represents approximately 33% of the total instructional cost. Source: SHB 11.17 (2006) exact figures available from the HEC Board Reference: RCW 28b.10.044

Refunds

Refunds are issued for partial or full withdrawal from classes **only** if the student officially withdraws; either online through OASIS or in person by submitting an "Add/Drop" form to the Registration and Records Office. Online access is available at: www.olympic.edu/OASIS

For credit courses

Refunds may be made for tuition and fees according to the official refund policy listed below:

- 100% refund prior to the first day of the quarter
- 80% refund 1st through the 5th day of the quarter
- 40% refund 6th through the 10th day of the quarter

For courses less than 13 weeks in length

- Refund is prorated

For Continuing Education (zero credit) classes

- 100% - classes and workshops canceled by OC
- 90% - withdrawal five days prior to class start date
- 0% - after class starts

Transfers to other continuing education classes five days prior to class start date are allowed.

Refund Processing Time

- **Original payment made by check:** The refund will be made by check and mailed to the address on file with the college within ten business days of the request.
- **Original payment made by cash or debit card:** The refund will be made by check and mailed to the address on file with the college within three business days of the request.
- **Original payment made by credit card:** The refund will be made in the form of a credit back to the charge card.