

Important information about your 2018-2019 financial aid award

Communications

How should I contact Financial Aid?

EMAIL financialaid@kvcc.me.edu

CALL 207-453-5822

Our office hours are

Monday - Thursday 8AM to 5PM.

Friday 9AM – 4Pm

Appointments are highly encouraged to ensure you are seen in a timely manner.

Student Email

All financial aid communications will be through the student's KVCC provided email account. Returning student award letters are sent to your KVCC email account. All communication will be directed to the student.

Privacy and Security

As part of federal requirements, we may be requesting confidential information from you, such as Tax Return Transcripts and copies of W2s. In order to keep your personally identifiable information secure, you will have the ability to securely fax your documents to our office at (207) 453-5030. Emailing such documents is not a secure submission method.

Summer Session

If you will be taking summer session classes please contact the Office of Financial Aid once you have registered for the classes. Please note to receive financial aid for summer classes, you must be taking at least six credit hours as an undergraduate student.

Financial aid will not be disbursed to your student account until all required paperwork including verification documentation is received and processed.

For more information, visit:

<http://kvcc.me.edu/Pages/Financial-Aid/Financial-Aid-Home>

Understanding Your Awards

- **Pell Grant and Federal Supplemental Opportunity Grant (FSEOG)**
Federal grants awarded to students based on financial need. Your financial need has been calculated based on the cost of attendance minus your expected family contribution (EFC) from your FAFSA.
- **State Grants** If you are awarded a state grant, you will receive notification of this award directly from your state of residence.
- **KVCC Foundation Scholarships** These scholarships are awarded to students based on financial need and vary from year to year. Students are not guaranteed to receive these funds every year they are enrolled. [Click here](#) for scholarship criteria and application.
- **Federal Work-Study (FWS)** Work-study funds are not credited to your student account. This is an eligibility to earn a bi-weekly paycheck based on the number of hours you work. Students who are not eligible for work-study may still apply for on-campus employment. For assistance in securing work-study or on-campus employment, or if you have questions, please visit the Student Employment Office in Frye Building or call 207.453.5822.
Or visit <http://kvcc.me.edu/Pages/Financial-Aid/student-employment>

Tuition Payment Plan

Education expenses are easier to pay when spread over predictable, interest-free monthly payments. If interested in setting up a payment plan contact the Cashier's Office at KVCC at 207-453-5140 or email rbourget@kvcc.me.edu. You can also pay your tuition bill by logging into your KVCC Portal and making a payment online through our PayPal service.

Enrollment & Academic Standing

Generally, you must be enrolled at least half-time (6 credits per semester for undergraduates) and matriculated in a degree program to be eligible for financial aid. *A change in credit hours may cause a reduction in aid eligibility.*

Most scholarships require a 2.5 GPA to maintain the scholarship. Please visit KVCC's Foundation Office page on our website for eligibility requirements.

Withdrawals

If you withdraw from school any time after the first day of classes, your financial aid will be adjusted according to federal guidelines. Withdrawal from a single course after the add-drop period will not result in an adjustment to your award, as you will be billed the full cost of the class.

Visit for more detailed information please visit <http://www.kvcc.me.edu/Pages/Financial-Aid/How-Withdrawing-from-All-Classes-Affects-Financial-Aid>

Additional Resources

If you or your family need to secure additional funds to help cover your balance, there are a variety of options available. Information on private, alternative loans is available at the Financial Aid Office. Information on federal Plus loans is available at www.studentloans.gov. For more information on loans, please go to <http://www.kvcc.me.edu/Pages/Financial-Aid/Loans>. *Please note - your lender may reduce the amount you are eligible for, from the pre-approval amount, based on your cost of attendance and other aid received.*

Also, please visit <https://www.famemaine.com/?s=scholarships> for additional information on outside scholarships.

William D. Ford Direct Loan

Master Promissory Note and Entrance Counseling

NEW STUDENTS ONLY, who are accepting Direct Loans offered on the Award Letter

Every student new to KVCC must complete a **master promissory note (MPN)** and **entrance counseling** regardless if they have borrowed loans before at another school. To complete this process please follow the instructions below:

1. Go to **www.studentloans.gov**, and sign in using your FSA ID.
2. Click "Complete Counseling"
3. Under "Choose Loan Counseling Type" select "Entrance Counseling"
4. Select Kennebec Valley Community College as the school you are completing counseling for
5. Click "Notify this School"
6. Click "I am completing entrance counseling to receive loans as an undergraduate student"
7. Once you complete the Entrance Counseling, PRINT the confirmation page for your records
8. Click "Complete a Master Promissory Note" (MPN)
9. Click on Subsidized/Unsubsidized
10. Fill in all Personal Information and School Information as requested. **PAY CLOSE ATTENTION TO THE DIRECTIONS IN THE GRAY BOX AT THE TOP OF THE PAGE** when completing the references section of your MPN. Failure to provide valid references will result in a rejection of your MPN, and a delay in your loan funds
11. You must read each section of the terms and conditions to continue
12. You must open and review the HTML version of the document. When you return back to original screen, enter your name at the bottom of the screen. Click Sign. Then Click Continue.

Award Acceptance 2018-2019

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IMPORTANT: This form must be completed before any funds will be disbursed to your student account.

I have reviewed and understand my 2018-2019 financial aid award(s). In accepting this award, I understand that the actual disbursement to my account will not occur until I submit this form and all documentation requested on my award letter to the Financial Aid Office.

- I accept the award(s) in full.
- I decline all award(s).
- I accept the award(s) with the following adjustment(s) _____

By signing this document I acknowledge the following:
Please read and initial each line.

_____ I am required to report all outside assistance (Scholarships, Grants, Voc Rehab) to the Office of Financial Aid, by sending a copy of the notification that I receive, as soon as I am notified.

_____ I have read and understand the enclosed **Important Information** notice.

_____ I understand that should I receive any scholarship award(s) my scholarship information could be released to KVCC donor(s).

_____ I have completed my Direct Loan Entrance Counseling and Master Promissory Note (MPN) as directed by the **Important Information** notice enclosed. If you have received a Direct Loan at KVCC from a previous year you do not have to complete Entrance Counseling or MPN.

Student's signature

Date

Student's printed name

Date of birth

Student's cell phone number



FINANCIAL AID
OFFICE

92 Western Avenue | Fairfield ME
office 207.453.5822 | fax 207.453.5030 | financialaid@kvcc.me.edu
<https://www.facebook.com/KVCC.MAINE/>