



# 2007-08 Financial Aid Information Sheet

REV. 3/2007

Western Dakota Tech  
www.westerndakotatech.org

**Financial Aid Office**  
800 Mickelson Drive - Rapid City, SD 57703-4018  
1-800-544-8765 605-394-4034 Fax: 605-394-2204

Instructions and related information to complete this form are listed on the back of this page.

Western Dakota Tech is pleased to have received your financial aid application. This form (and possibly other documentation requested through e-mail communication and/or postcard(s) sent to you by the Financial Aid Office) is required to complete your financial aid award. PLEASE PRINT LEGIBLY

Date: \_\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Program of Study: \_\_\_\_\_

Please do not leave this section blank

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State ZIP \_\_\_\_\_

Phone: \_\_\_\_\_

e-mail: \_\_\_\_\_

## 1. Expected Date(s) of Enrollment:

Please mark **ALL** that apply

- Fall 2007 (Aug 16-Dec 14, 2007)
- Spring 2008 (Jan 10-May 16, 2008)
- Summer 2008 (May 27-July 25, 2008 - TENTATIVE)

## 2. Please indicate other types of financial assistance for which you have applied or will apply. NOTE: If you will NOT be applying for other types of aid, please move to Step #3.

I have applied for: (indicate date)	Amt/Month	I have applied for: (indicate date)	I have applied for: (indicate date)
_____ Monthly VA benefits: \$	_____	_____ Employer Paid: _____%	_____ BIA (Bureau of Indian Aff.)
Type of VA Benefits (Circle One): Chapter: 16 30 31 35		_____ Board of Nursing Loan	_____ WIA (Workforce Invest. Act)
_____ National Guard Education Benefits		_____ Vocational Rehabilitation	_____ Other: _____
_____ VA Vocational Rehabilitation		_____ Scholarships - Please list amt/sponsor: _____	

## 3. Please read the statements below and initial each statement. If you do not understand the statement, please review Page 2 of this form, or contact the Financial Aid Office for assistance.

- \_\_\_\_\_ I must attend Entrance Counseling (usually presented during Welcome Day) before I can receive federal financial assistance at WDT (See, Required Student Loan Counseling).
- \_\_\_\_\_ I must attend a session of Consumer Credit Counseling, free of charge to me, before I can receive unsubsidized student loan funds, if I qualify (See, Required Student Loan Counseling).
- \_\_\_\_\_ My student account must be paid in full (usually by applying federal financial aid and other funds to my account) before any excess financial aid will be disbursed to me (See, Payment of Tuition and Fee Charges).
- \_\_\_\_\_ Charges at the WDT Bookstore are not available (See, Payment of Tuition and Fee Charges).
- \_\_\_\_\_ I must maintain Satisfactory Academic Progress in order to receive and retain my federal financial assistance eligibility (See, Maintaining Financial Aid Eligibility).
- \_\_\_\_\_ It is my responsibility to review the contents contained in the Financial Aid Bulletin (located at www.westerndakotatech.org) and to comply with the rules, regulations, policies and procedures outlined in the Financial Aid Bulletin.
- \_\_\_\_\_ I must complete Exit Counseling before graduating or leaving WDTI (See, Required Student Loan Counseling).
- \_\_\_\_\_ I understand that if I am a 2005, 2006 or 2007 high school graduate, I must submit a copy of my high school transcript if I want to be considered for the U.S. Department of Education's Academic Competitiveness Grant.

## 4. Authorizations and Signatures.

- Yes  No WDT may recognize me for any current or future scholarship award(s) by publishing news releases about me.
- Yes  No I authorize WDT to apply both Title IV funds (grants, loans, etc.) and non Title IV directly to my student account for institutional expenses (tuition and fees) and non-institutional expenses (such as books, day care, library fees, parking fees, parts store materials, etc.) during my enrollment at WDT and in the event of my withdrawal of WDT. I understand I can rescind this authorization at any time.

My signature certifies this information is correct. My signature also certifies I understand I must pay for expenses I incurred during my enrollment at WDT regardless of the availability of Title IV funds.

**IMPORTANT!** PARENTS OF DEPENDENT STUDENTS!  
If I apply for and am approved to receive a Parent PLUS Loan, my signature below authorizes WDT to release the Parent PLUS loan to my dependent student.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

WDT Mission: A public institution of higher learning where students acquire the knowledge, skills and behaviors necessary for successful employment.

# Instructions for completing the Financial Aid Information Sheet

Please list the date you are completing this form, your Social Security Number, the Program at WDT for which you have applied/or will apply, and your name and address information.

1. Mark the dates for which you plan to be enrolled at WDT.
2. If you have applied or will apply for any other types of financial assistance, please indicate the date by the appropriate area.
- 3 Please read the supplemental information below and then each statement in Section 3. Initial each statement signifying your understanding.

### Required Student Loan Counseling

Students are required to attend Student Loan Entrance Counseling, presented during the student's Welcome Day series, prior to the release of their student loan funds. Welcome Day is part of the required one-credit Orientation course, designed to increase success in school by assisting in obtaining skills necessary to complete educational objectives. These sessions are made available on WDT's website for distance learning students.

In addition to attending Entrance Counseling, if you qualify for an unsubsidized loan, as part of WDT's default management program, you will be required to attend a budget management session at Rapid City's Consumer Credit Counseling (111 St. Joseph Street - Rapid City, SD 57701 - (605)-348-4550). Attendance at CCC's budget management session is required **before** your unsubsidized loan will be released.

Completion of an Exit Loan Counseling session is required for all borrowers before they withdraw and/or graduate. Exit Loan Counseling is provided on-line. You may visit WDT's website at [www.westerndakotattech.org](http://www.westerndakotattech.org) and be linked to the Exit Loan Counseling site. Once you have completed the Exit Loan Counseling Session, which must be completed during your last semester of attendance at WDT, a confirmation will be forwarded to the Financial Aid Office.

### Payment of Tuition and Fees

Payment of tuition, fees and other incurred institutional charges to be paid to WDT must be done or satisfactory arrangements made prior to a student beginning their classes at WDT and before excess financial aid will be disbursed to the student. All Federal Financial Aid funds are available at the beginning of the semester, and generally are not credited to the student's account. Students can contact the Student Accounts office to pay their account, either by endorsing their federal financial assistance to be applied to their account, by drafting a check, or arranging third party funding. WDT also accepts Visa and Mastercard.

Payment arrangements may include requesting a deferment for a maximum of 30 days. A student must demonstrate they have applied for financial aid and all paperwork is submitted **before** a deferment may be granted. A deferment fee is assessed - \$50 if paid on registration day, or \$75 if payment of the fee is delayed. Books or supplies cannot be charged at WDT's Bookstore.

### Maintaining Financial Aid Eligibility

In order to receive and retain eligibility for federal financial assistance, you must be in compliance with WDT's Satisfactory Academic Progress Policy. If you are enrolled in a nine-to eleven-month program, you will be evaluated at the mid-term point of your first term of enrollment. If you are enrolled in a program requiring more than nine-to eleven-months to complete, you will be evaluated at the end of the term of enrollment. WDT's Satisfactory Academic Policy includes:

- Requirement #1: Maintain a cumulative "C" (2.0) gpa.
- Requirement #2: Successfully complete, with a grade of D or better, an established number of credit hours each term. The established number of credit hours depends upon your enrollment status as shown.
- Requirement #3: Successfully complete a program of study within the allowable maximum time frame\*.

ENROLLMENT STATUS	NUMBER OF CREDITS	MINIMUM CREDITS TO BE COMPLETED
Full-time	12+ credits	12
Three-quarter Time	9-11 credits	9
Half-time	6-8 credits	6

Students who drop classes to a student status level below that for which they received financial aid are placed on financial aid probation for their next term of enrollment. Students who completely withdraw during the term (report card shows grades of (W)) will be placed on financial aid probation for their next period of enrollment, during which they must complete the enrollment status for which they register with a "C" (2.0) GPA for that term. Students who have previously withdrawn and withdraw during any subsequent period of enrollment are subject to suspension of financial aid.

**Please note:** The enrollment status for students enrolled in a diploma program is based on the student's clock hours for Title IV aid awarding purposes.

**For full-time students, financial aid eligibility suspends for any term after:**

- 6th term for a 67-77 credit hour program of study
- 4th term for a 48-51 credit hour program of study
- 3rd term for a 33-36 credit hour program of study

**\*Three-Quarter and Half-Time Students:** Pro-rated adjustments to the maximum time frame allowed for the student's study may be granted by the Manager of Financial Aid during a term of enrollment. Terms during which the student withdraws from any or all classes are counted as terms attended.

4. Be sure to give WDT the proper authorizations so we can provide the most efficient service to you and submit it **within 14 days of receiving notification that the WDT Financial Aid Office requires your completion of this form, and/or other required documentation.**

**PARENTS OF DEPENDENT STUDENTS!** Please let WDT know if we can release Parent PLUS Loan funds to your dependent student AFTER your student's account is paid in full.

**NOTICE!** \*This form must be submitted to our office within 14 days of this request. If the required documentation is not received, we cannot continue processing your application for financial aid. Processing will not resume until/unless the necessary information/documents are provided. If the 14-day time period extends to or beyond registration day, you must either:

- Pay the institutional costs from personal funds, or
- Request a deferment of payment of tuition and fees for a maximum of 30 days. There is a deferment charge of \$50 if paid on registration day, or \$75 if the payment of the deferment charge is delayed. If verification cannot be completed within the 30-day deferment period, you must make all payments due to Western Dakota Technical Institute from personal funds.