

**ELIGIBILITY for Financial Aid at SWCC:** In order to receive Federal/State Financial Aid you must:

Show need, based on the appropriate criteria

Be a U.S. citizen or eligible non-citizen

Have a high school diploma or GED, have passed the WONDER LIC test administered by SWCC

Be admitted to an approved program of study at SWCC-which is a minimum of 2 semesters in length and 24 credits

Be enrolled on at least a half-time basis (six credit hours) NOTE: Some aid programs provide assistance for enrollment less than half-time

Certify that you are not in default on a federal insured loan or owe a repayment on federal grant

Be registered with the Selective Service, if required

Maintain satisfactory academic progress according to the SWCC Aid Award Policy Standards

Exception to any of the above standards will be handled on a case by case basis by the Financial Aid Director. Students wishing to petition for a waiver or special circumstance must submit their request to the Financial Aid Director. Supporting documentation must accompany any such request. See the Financial Aid Office staff for more information.

**NO ACTION WILL BE TAKEN ON YOUR AID APPLICATION UNTIL THE ITEMS LISTED BELOW ARE COMPLETED.**

**1. Submit the Free Application for Federal Student Aid (FAFSA)**

**2. Apply to SWCC (<http://apply.vccs.edu>) You must have selected a program of study before financial aid can be awarded.**

This application process also includes:-having all official academic transcripts from all prior schools or colleges on file at SWCC such as

VPT, ASSET, COMPASS, ACT or SAT Test scores (WONDER LIC scores for non-graduates, non-GED recipients)

Southwest will receive your SAR within 72 hours electronically from FAFSA if you entered SWCC code 007260 in the FAFSA when you applied.

Your SAR may instruct you to submit a copy of tax records, copy of your social security card, drivers license and/or other documentation to the SWCC Financial Aid Office. You may also receive a notice of verification from the SWCC Financial Aid office to your U.S. Mail address.

This process is called award verification. **PROMPTLY complete any FAFSA SAR award verification IF REQUESTED. In these cases, further processing of the financial aid request will not be made until the tax return and verification worksheet is received in SWCC's Financial Aid Office.**

**Note: If you do not want to complete the FAFSA online**, you may complete a hard copy of the Free Application for Federal Student Aid (FAFSA) and mail to the Federal Processor as instructed. *If mailing your form, you should do so at least 6 weeks prior to the semester beginning date of the semester you wish to enroll. If you are filing late, please hand deliver or mail the FAFSA and a copy of the appropriate federal tax forms (1040, 1040a, 1040ez) to the SWCC Financial Aid Office for electronic filing.* If you need help in completing the FAFSA, call or visit the SWCC Financial Aid Office.

## **EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT**

Southwest Virginia Community College does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, or veteran status; or otherwise discriminate against employees or applicants who inquire about, discuss, or disclose their compensation or the compensation of other employees, or applicants; or any other basis protected by law.

The college is subject to Titles VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Sections 503 and 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990, as amended; the Age Discrimination in Employment Act; the Equal Pay Act; the Vietnam Era Veterans' Readjustment Assistance Act of 1974; Federal Executive Order 11246; Genetic Information Nondiscrimination Act of 2008 (GINA); Virginia's State Executive Order Number Two; and all other applicable rules and regulations.

Information about campus, workplace violence prevention, and Title IX (<http://sw.edu/title-ix/>) is available online.

Individuals with questions or concerns about any of these regulations or related issues should contact:

Cathy Smith-Cox

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276.964.7340

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Stephanie Davis

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