Important Essex County College Book Voucher Reminder:
Fall 2013 Book Voucher period ends this Friday, September 27, 2013

Financial Aid TV is Here!
The Office of Financial Aid is proud to announce the launch of Financial Aid TV (FATV), an exciting new financial aid online video service. Its answers many financial aid questions, such as:

- Financial Aid Changes for 2013-2014
- Repeating Coursework
- ¿Como puedo pagar mis estudios en la Universidad?
- Fundamentos de Ayuda Financiera


Fall 2013 Financial Aid Refund Check:
Students who have financial aid funds remaining in their account after all charges (including book store charges) are paid in full are eligible for a financial aid refund check. To receive your refund check you must sign up for our direct deposit, which will allow the funds to be deposited directly to your checking account through a Direct Deposit or you may sign up to have the funds uploaded on a Wells Fargo Stagecoach Debit Card. These programs are the safest and most efficient ways to receive your refund. Both forms are available for download from our website at [http://www.essex.edu/finaid/forms.html](http://www.essex.edu/finaid/forms.html). Once completed, you may take your form directly to the Bursar’s Office, Room 4121 on the Newark Campus. Although the signup deadline for Fall 2013 has passed, you can still sign up for the direct deposit or the Wells Fargo Stagecoach Debit Card to ensure fast and safe delivery of your Spring 2014 refund. If you have any further questions regarding either program, please contact the Bursar’s Office at (973) 877-3099.

How to Check your Financial Aid Status?
Students may view the status of their financial aid application via our MYECC Student Portal at [myecc.essex.edu](http://myecc.essex.edu). Check this site to see if you have been awarded aid for the academic year. If you have submitted documents and other information to the Financial Aid Office, the status of that information will be “tracked” with one of the following codes:

- “S” – Satisfied - The document is complete and finalized (no action is required from the student)
- “N” - Received but Not Reviewed (no action is required from the student; the office is reviewing your application or the document for its completeness)
- “E” – Established, “R” Required, “I” Incomplete– If any of these codes are indicated next to a document, the document is incomplete or is required before your eligibility for aid can be determined. You must submit this document to the Financial Aid Office immediately.
- “W” – Waived – No action is required from the student and the document is not required.

Check Your ECC e-mail
As a friendly reminder students must check their ECC e-mail address on a weekly basis. All correspondence from the ECC Office of Financial Aid and most information from the ECC in general will be sent only to your ECC e-mail address. Read your e-mail by going to [myecc.essex.edu](http://myecc.essex.edu). You can also check your financial aid status at this site.

Addresses are Important
Students must respond to financial aid e-mails and occasionally postal mail within specified deadlines. Each student is required to have an ECC e-mail address and to monitor it. It is your responsibility to keep your mailing and permanent address up to date at all times with Enrollment Services. You are required to report changes to your mailing address immediately to the Enrollment Services Express Office on the 4th Floor. Also make sure your information (name, birth date and social security number, high school information) is correctly reported in the Enrollment Services Express Office.

**Important:** Students who are eligible for a financial aid refund, but did not sign up for direct deposit or the Wells Fargo Stagecoach Debit Card before the Fall 2013 deadline, will receive a mailed refund check. **Ensure your mailing address as listed with Enrollment Services is current and accurate, to avoid any problems with misdirected mail.**
**Essex County College Withdrawal Policy**

We understand that sometimes you may not be able to attend some or all of your classes after you register. However, you must notify the College that you will not be attending your classes by completing an “official” Withdrawal Request Form online. All course or total withdrawal requests must be submitted online through Web Services. Withdrawal requests can be submitted the day following the published last day of add/drop for a particular semester or term through the end of the specified withdrawal period. CAUTION: Withdrawing from a course may affect your financial aid eligibility, NJSTARS eligibility, veteran's benefits, athletic eligibility, F-1 Visa status, and timely completion of degree requirements.

**Withdrawing a Class**

- Withdrawal starts after the Add/Drop period.
- All withdrawal requests must be submitted online through Web Services.
- It is the student’s responsibility to withdraw from classes by the deadline date. Deadlines are published in the Academic Calendar.
- Students who withdraw between the end of add/drop and last day to withdraw will receive a grade of ‘W’.
- Tuition will be adjusted according to the Tuition Refund Policy.
- **Caution!** Dropping classes or withdrawing from classes may affect student's financial aid eligibility, NJSTARS eligibility, veteran's benefits, athletic eligibility, F-1 Visa status, and timely completion of degree requirements. Students are strongly urged to speak with their instructor or a counselor before dropping classes or withdrawing from classes.

**IMPORTANT: The Not In Attendance Policy (No Show)**

During the first ten days after classes begin, your instructors are required to take attendance. Make sure your instructors know you are attending their classes. Students who are reported as a "No Show" for non-attendance of a course or courses are not eligible for financial aid and your aid will be adjusted. If you were reported as a No Show in error, you must correct your status immediately by going to the Enrollment Services Express Office. Follow the procedures of the Enrollment Services Express Office to correct your status. **Class attendance is required to be eligible for financial aid funds.**

**Check Your Registration Bill for Any Outstanding Charges**

If you see pending financial aid on your registration bill, subtract the amount of the aid from the entire balance to determine what you owe (if any). Aid on your bill will appear as “memo” or “authorized”. Aid that is “memo” or “authorized” is considered estimated aid. It is posted this way until the funds are actually disbursed to the students account. Before the funds are actually disbursed to the student’s account, the student’s financial aid file must be complete and the funds will be paid based on the student’s enrollment status at that time. All charges must be paid in full before you will be allowed to register for future semesters.

**Academic Progress Policy**

Students must be in good academic standing to remain eligible for financial aid funds. You can review the academic progress standards for students at Essex county College on our website at [http://www.essex.edu/finaid/academic_progress.html](http://www.essex.edu/finaid/academic_progress.html). This policy was effective July 1, 2013. Please make sure you read it carefully and adhere to this policy.

**Eligibility for State Aid**

- Once the Higher Education Student Assistance Authority (HESAA) makes a determination of your State grant eligibility, they will mail you a Student Eligibility Notice (SEN) reflecting your potential State grant eligibility for the school you listed as your first choice. HESAA will also send a roster of students eligible for state aid to the ECC Office of Financial Aid. Our office will issue all final award determinations.
- Tuition Aid Grant (TAG): Must be registered for a minimum of 12 billed credits (full-time)
- Part-Time TAG for County College Students: Must be registered for between 6 to 11.5 credits per term.
- Questions regarding your eligibility for state aid? Contact HESAA at 1(800)792-8670.
WHAT IS FATV?

The ECC Office of Financial Aid is proud to announce the launch of Financial Aid TV (FATV), an exciting new ONLINE VIDEO SERVICE for the entire Essex County College community!

> FATV is an online library of short (60–90 seconds each) video clips that are accessible on demand, 24/7.

> FATV videos communicate complex financial aid information to current and prospective students in an easy to understand style.

> FATV covers a wide array of topics including: Financial Aid, Financial Literacy, Loans, Grants, and more.

> FATV is a great tool for training new staff as well as cross-training purposes.

We encourage you to visit Essex County College’s FATV site at http://ecc.financialaidtv.com