

5013.ADMINISTRATIVE REGULATIONS ON
STUDENT FINANCIAL AID5013.1 Responsibilities

The Executive Dean, Enrollment Services will be responsible for administering these regulations.

5013.2 Definitions

- A. Long Beach City College administers the federal financial aid programs covered by the most recent Program Participation Agreement with the Department of Education, the state programs administered by the Chancellor's Office of the California Community Colleges, and the programs administered by the California Student Aid Commission.
- B. Satisfactory progress of financial aid students is defined by the current Standards of Progress, prepared and distributed by the Financial Aid Office in accordance with federal and state regulations.
- C. Financial aid will be awarded to students in accordance with the current Packaging Guidelines prepared by the Financial Aid Office. The general philosophy of the financial aid programs at Long Beach City College is to distribute limited funding to as many students as possible and to prioritize students according to application date.
- D. The application for financial aid at Long Beach City College is the Free Application for Federal Student Aid (FAFSA) which is available online at www.fasfa.gov. General application procedures are also available online.
- E. Student need for financial aid is determined by the need analysis method defined by Congress in federal law.
- F. The policies and procedures of the Financial Aid Office are found in the current Financial Aid Manual. Specific publications available to students appear on the LBCC Financial Aid website at <http://www.lbcc.edu/financialaid/>.

5013.3 Requirements

- A. To receive financial aid, students must meet all applicable federal and state regulations.

- B. The student must complete all financial aid application requirements and turn in all required documentation, including documentation needed to resolve any conflicting information.
- C. The student must maintain satisfactory progress as defined in federal and state law.

5013.4 Board of Governors Fee Waiver (BOGFW)

- A. The Board of Governors Fee Waiver (BOGFW) waives the per unit enrollment fee at any California community college for eligible students.
- B. The Student Success Act of 2012 (California Senate Bill 1456) created minimum academic and progress standards that must be met for continued eligibility that are separate from standards imposed by student federal aid, Cal Grant, and enrollment priority:
 - 1. A student may lose BOGFW eligibility:
 - (a) if his or her cumulative GPA falls below 2.0 for two consecutive primary terms (fall/spring semesters);
 - (b) if the cumulative number of units completed is not more than 50 percent in two consecutive terms (fall/spring semesters); or
 - (c) if there is any combination of two consecutive terms of cumulative GPA below 2.0 and/or cumulative unit completion of not more than 50 percent.
 - 2. These standards do not apply to foster youth or former foster youth aged 24 years old and younger.
 - 3. The total degree-applicable completed unit cap does not apply to eligibility for the BOGFW.
 - 4. A student that loses BOGFW eligibility will still be eligible to receive other core student support services at the College.
 - 5. A student not meeting the BOGFW eligibility requirements above will be notified within 30 days of the end of the first primary term in which the eligibility requirements are not met and informed he or she will be placed on either academic (GPA) and/or progress (course completion) probation. The notification will include the information that a second term of probation will result in the loss of BOGFW eligibility.

6. A student not meeting the BOGFW eligibility requirements for two consecutive primary terms (fall or spring) will receive communication from the College within 30 days of the end of the second primary term notifying the student that he or she may lose eligibility for the BOGFW at the next registration opportunity. The communication from the College will include instructions for how to appeal the loss of the BOGFW. This appeal is separate from any appeal for federal student aid and the approval of one appeal will not mean the automatic approval of any other appeal.
7. A student may appeal for continued BOGFW eligibility based upon one or more of the following extenuating circumstances:
 - (a) verified accidents, illness or other circumstances beyond the student's control;
 - (b) changes in a student's economic situation;
 - (c) evidence of inability to obtain essential support services;
 - (d) special consideration factors for CalWORKs, EOPS, DSPS, and student veterans, though participation in the programs alone does not solely qualify for an appeal;
 - (e) disability accommodations not received in a timely manner.
8. In order for a student to regain eligibility for the BOGFW, a student must do one of the following:
 - (a) improve his or her GPA or course completion measures to meet the academic and progress standards;
 - (b) successfully appeal regarding extenuating circumstances;
 - (c) successfully appeal based on significant academic improvement; and
 - (d) not attend the College for two consecutive primary terms (fall/spring semesters).

Revised: April 25, 2017