



## HOW TO CREDIT FEES WITH FINANCIAL AID

All financial aid is credited to the student accounts with the following exceptions: Stafford loans received in check form, Federal Work-Study (FWS) payroll checks and Institutional Work-Study (IWS) payroll checks. **A student must be registered for classes before any financial aid will be credited to his/her account.** Credit from following programs may be expected as outlined below:

| <u>PROGRAM</u>                          | <u>WHEN TO EXPECT CREDIT</u>   |
|---|--|
| Federal Pell Grant                      | Credit will be made to the student’s account approximately three days after the student accepts his or her financial aid award but <b>no sooner than 10 days prior to the first day of class each semester.</b>        |
| Federal SEOG                            | Same as Pell above   |
| Tennessee Education Lottery Scholarship | Same as Pell above   |
| Foundation Scholarships                 | Same as Pell above.  |
| Academic Work Scholarship               | Same as Pell above   |
| Tennessee Student Assistance Award      | Pellissippi State bills Tennessee Student Assistant Corporation each semester for student awards. It is usually the last month of each semester before payment is received and credit is made to the student accounts. |

**IMPORTANT: Once financial aid has been credited to a student’s account in a sufficient amount to pay tuition and fees, the student is officially registered for the semester. Should the student decide not to attend Pellissippi State, he/she must go through the official withdrawal process beginning in the Admissions/Records office. To receive a 100 percent refund of tuition and fees, withdrawal must take place prior to the first day of classes. Withdrawal after that day could result in the student’s owing part of his/her charges for the semester.**