

SACI TITLE IV STUDENTS RIGHTS & RESPONSIBILITIES

RE: *SR 2610, SR 2620, SP 2610*, of the Federal Code

Studio Arts College International is authorized to offer Title IV U.S. Federal Financial Aid in the form of UnSubsidized and GradPLUS loans for its Graduate Degree and Certificate Programs only, in addition to several SACI Scholarships. Current federal law requires that eligible institutions participating in Title IV Financial Aid Programs provide students with information on financial assistance and other institutional information.

As a SACI student borrower you have the right:

- To know what financial aid programs are available; procedures, forms, deadlines, and eligibility requirements to apply for assistance; how eligibility is determined, and the criteria for determining the amounts of aid awarded.
- To know what it costs to attend Studio Arts College International, including estimates for tuition, fees, books, housing, food, and other miscellaneous travel and living expenses.
- To know the policies and procedures used to maintain confidentiality of financial aid records.
- To request an explanation of financial aid awards.
- To know how and when financial aid awards will be disbursed.
- To know SACI's refund policy and what happens if a student withdraws or drops out of school at any point in their program.
- To know which Financial Aid funds must be repaid (Loans) and which are gift-aid (SACI Scholarships.)
- To know what information SACI provides and collects during required Direct Loan Exit Counseling.
- To know the interest rate, total amount which must be repaid, and repayment procedures, for any loans received.
- To know the standards of Satisfactory Academic Progress (SAP) that Financial Aid Recipients are required to maintain, and the criteria for re-establishing eligibility for financial assistance, if lost.
- To know where to get information about student services available at SACI.
- To know about the availability of university information including degree programs, faculty, services for students with disabilities, the names of accrediting agencies, and if any career services exist.
- To challenge or appeal financial aid awards and other university decisions.
- To the protection of student records provided for under the Family Education Rights and Privacy Act (FERPA).

- That if you borrow Federal Loans through SACI, your information will be transferred to the National Student Loan Data System (NSLDS), and will be accessible by authorized users of the data system, including loan servicers, other schools, and certain Federal employees.
- The names of bodies that accredit, approve, or license the institution and its programs and how these documents may be reviewed.

As a SACI Student borrower it is your responsibility to:

- To ensure the accuracy and integrity of any information you submit about yourself, and to understand that intentionally misreporting Federal Student Aid information is a violation of federal law subject to fine and/or imprisonment.
- To provide additional documentation as requested to resolve certain discrepancies related to loan history or Citizenship status.
- To notify the Financial Aid Office, Admissions Office, or Registrar, of any changes to financial aid application information including address, enrollment status, and amounts of outside sources of financial assistance.
- To understand, accept accountability for, and keep copies of all forms signed by the student.
- To formally accept any financial aid awarded which the student wishes to receive by filling and signing a personal Financial Aid Award Letter.
- That you are not obliged to accept any of the Financial Aid you may be awarded, and you may accept less, or part of what you have been awarded.
- To complete Entrance and Exit Counseling, if receiving Federal Direct Loans.
- To keep track of all student loans received and the total amount owed by the student.
- To know and to comply with SACI's policies and procedures as they relate to financial aid: enrollment status for aid disbursement; satisfactory academic progress; withdrawal; refund/repayment.
- To communicate with the Admissions Office and Billing Office about issues regarding account balances and payments due.
- To inform the Admissions Office of any updates to "preferred" student contact information reported to the college, including email and phone numbers.
- To know your rights and responsibilities under FERPA, including how to authorize a release of information, how to terminate authorizations, and exceptions to FERPA provided under the Patriot Act.
- To notify the Department of Education of any changes to name, address, or school of attendance (Direct Loan borrowers).
- To read, understand, and adhere to all policies and procedures described in the SACI Student Handbook.
- To keep your address, email, and phone number current with all offices on campus.