Your signature on this document confirms your acknowledgement of the following:

**STEP 1: INDICATE YOUR EXPECTED ENROLLMENT STATUS AS OF THE 12TH CLASS DAY**

When determining your enrollment status, be sure to exclude any courses you have previously passed and are repeating for the second or subsequent time as well as those not counting toward your degree. Such courses are not aid eligible.

(please complete both Fall and Spring)

1. Fall Status: [ ] Full-Time [ ] ¾-Time [ ] ½-Time [ ] Less than ½ Time [ ] Not Attending
2. Spring Status: [ ] Full-Time [ ] ¾-Time [ ] ½-Time [ ] Less than ½ Time [ ] Not Attending
3. Fall Level: [ ] Undergraduate or 2nd Bachelor's [ ] Master's or Doctoral [ ] Post Baccalaureate
4. Spring Level: [ ] Undergraduate or 2nd Bachelor's [ ] Master's or Doctoral [ ] Post Baccalaureate
5. Will you be graduating with your degree in December 2017? [ ] Yes [ ] No “If yes, how many hours are you going to be enrolled for Fall 2017?” ________

(*Per federal requirements, Direct Loans are prorated for undergraduate students graduating in December.)

**STEP 2: CERTIFICATION STATEMENT**

Your signature on this document confirms your acknowledgement of the following:

- You understand that you will not receive federal loans and most grants for less than half time status.
- You understand in order to receive your loan disbursement your actual enrollment must be at least half-time and match, or be greater than, the expected enrollment you have indicated on this form.
- You understand that your loan disbursement will be cancelled if your enrollment status is less than half-time or not attending.
- You understand that revisions to this form may delay your disbursement dates as we may be required to hold and adjust your loan.
- You understand that any budget increase may only increase your loan eligibility. New grants will not be offered.
- This form is not for reassessment of grant eligibility. Pell grants automatically prorate based on your enrollment.
- During peak seasons, there may be a 7 – 10 business day processing time for the request.
- The status of this request will be emailed to you as a revised award letter.
- This form is for financial aid purposes only and not used to drop/add courses or to withdraw from the University.
- We will review your enrollment status again on the 12th class day to ensure the correct cost of attendance. For example, if you have stated “full time” and then drop to “half time,” your financial aid will be reduced and you may owe a repayment.
- You understand that your cost of attendance will be based only on courses that count toward your degree and your aid eligibility may be adjusted, accordingly.

Please be sure to submit this document with a handwritten signature. Any typed signature will not be considered as valid and may delay the processing of your aid.

Student’s Signature: ___________________________ Date: ___________________________

With few exceptions, state law gives you the right to request, receive, and correct information collected on this form.

- Upon review, additional documentation may be required.
- All corrections must be initialed and dated (MM/DD/YY).
- Forms with whiteout will not be accepted.

**Date Received**