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From: **Jaclyn Riley** <[jriley@carlalbert.edu](mailto:jriley@carlalbert.edu)>

Date: Mon, Jul 18, 2011 at 4:04 PM

Subject: RE: HLC- Financial Aid selection process

To: Cherish Harris <[csharris@carlalbert.edu](mailto:csharris@carlalbert.edu)>

Hi Cherish,

Sorry for the late reply, I was on vacation last week. All of Financial Aid (with exception to scholarships) is governed by the U.S. Department of Education. There is a gigantic handbook where all the rules and regulations are listed. I am going to paste a link to this email and you can take a look at it but it's pretty overwhelming. For Financial Aid there isn't a selection process because each student must fill out a FAFSA application and turn in the appropriate documents. Until they complete those steps on their own, they are not considered for Financial Aid. Once they complete both of those steps we must review them for Financial Aid regardless of whether they meet the Federal Guidelines to qualify. Does that make sense? Now scholarships are a different story. There is an application that is due February 15<sup>th</sup> every year. They go to the scholarship coordinator who inputs the data and then goes before a scholarship committee who determines the recipients of those awards. I hope this helps you with your question and if it leads to more questions, just let me know and I will be happy to help you anyway I can.

Jaclyn

<http://www.ifap.ed.gov/ifap/byAwardYear.jsp?type=fsahandbook&awardyear=2010-2011>

PS. This is the handbook for the 2010-2011 school year. The 2011-2012 school year handbook won't be complete until about this time next year!