

Financial Information

Financial Obligation Policy

It is the responsibility of each student to satisfy all financial obligations to the College before course enrollment can be completed; prior to release of records; upon application for a degree; or before receipt of degree. The College may change all fees and charges at any time. A current listing of all tuition, fees and other expenses is available in the College Business Office.

Acceptable arrangements for payment of tuition must be made no later than the Friday before the end of the first week of each start of each semester. Securing adequate financial aid is considered payment on a student account up to the amount of the financial aid. In cases where financial aid is not sufficient to cover the total due, full payment or arrangements for a payment must be made prior to the start of classes. Payment can be made on-line by visiting our website at www.methodistcollege.edu/currentstudents/tuition/index.asp.

A student's bill includes costs for tuition, student housing fees, books charged at the Bookstore (for those with approved financial aid), test fees and other fees. Note: Students not satisfying financial requirements will be ineligible to attend classes.

Tuition, Fees, Deposits and Refunds

The actual fees for subsequent academic years will be available from the Business Office after April 1 of the given year.

Tuition

Undergraduate Programs Tuition and Fees

| | |
|---------------------------|----------------------------|
| Tuition (per credit hour) | \$451 |
| Fees (per credit hour) | \$20 |
| Total per credit hour | \$471 |
| Audit | 50 percent of tuition rate |
| Credit for Prior Learning | 25 percent of tuition rate |

Graduate Programs Tuition and Fees

| | |
|---------------------------|----------------------------|
| Tuition (per credit hour) | \$546 |
| Fees (per credit hour) | \$25 |
| Total | \$571 |
| Credit for Prior Learning | 25 percent of tuition rate |

Executive Graduate Programs

| | |
|----------------------------------|----------|
| Tuition and Fees | \$20,500 |
| Tuition and Fees – Package price | \$18,500 |

Accelerated Nursing Program (ACE)

| | |
|------------------|----------|
| Tuition and Fees | \$30,900 |
|------------------|----------|

Certificate Programs

approved 8/25/2009

revised 10/28/2009

Medical Assistant

Tuition, Books, and Fees \$12,500*

*this price was revised 09/14/09; [click here for the current price.](#)

Post Masters Certificate

Tuition and Fees \$5,995

Other Fees and Deposits

| | |
|--|-------|
| Executive Graduate Programs Enrollment Fee (applied to tuition & fees) | \$500 |
| Application Fee (all programs) | \$25 |
| Enrollment Fee | \$60 |
| Graduate Student Fee (per credit hour) | \$25 |
| Undergraduate and Certificate Student Fees (per credit hour) | \$20 |
| Student Activity Fee (per semester, allocated to Student Senate) | \$25 |
| Photo ID Card | \$15 |
| Replacement ID Card | \$10 |
| Drug Testing/Background Check (undergraduate program) | \$60 |
| Student Health Fee: | |
| (undergraduate programs, fall or spring semester) | \$40 |
| (undergraduate programs, summer semester) | \$25 |
| (certificate programs, per quarter) | \$25 |
| Student Health Insurance (fall semester) | \$281 |
| Student Health Insurance (spring and summer semesters) | \$417 |

Text Books

Book costs differ depending on the selected program of study. Refer to the department for this information.

Fees Associated with Specific Programs

Nursing

| | |
|------------------------------------|------------|
| Uniforms/Supplies (estimated cost) | \$400 |
| Testing Fee | \$55/term* |
| ACE Testing Fee | \$125/term |

*this price was revised 09/08/09; [click here for the current price.](#)

Medical Assistant

| | |
|---|-------|
| Scrubs/Watch/Stethoscope (estimated cost of supplies not included in package price) | \$150 |
|---|-------|

Physical Therapist Assistant

| | |
|--------------------------------------|------|
| Clinic Dress Code (polo shirts) | \$60 |
| Mock National PTA Certification Exam | \$70 |

Radiologic Technology

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|---|-------|
| Uniforms/Supplies (estimated cost) | \$150 |
| NE Society of Radiologic Technologists Student Membership | \$20 |

Respiratory Care

| | |
|------------------------------------|-------|
| Respiratory Care Outcome Exams | \$140 |
| Uniforms/Supplies (estimated cost) | \$200 |

Sonography

| | |
|-----------------------|-------|
| Uniforms | \$150 |
| Supplies | \$50 |
| ARDMS SPI Examination | \$200 |

Surgical Technology

| | |
|------------------------|-------|
| Membership AST Student | \$45 |
| CST Exam | \$190 |
| PAE Exam | \$30 |

Fees for Short Career Courses

Diagnostic Medical Sonography-Advanced Skills Certificate in Vascular Sonography

| | |
|---|---------|
| Course tuition for 90 contact hours. (Does not include textbook.) | \$2,500 |
| Textbook required for course | \$115 |

Phlebotomy Career Certificate Program

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|--|-------|
| Course tuition (includes ID badge and services of NMC) | \$795 |
| Textbook required for course | \$55 |
| Closed-toed shoes are required (not nurses' shoes) | |

Nursing Assistant Career Certificate Program

| | |
|--|-------|
| Course tuition (includes textbook and State Registry exam fee) | \$575 |
|--|-------|

Students are required to purchase the following items:

- Watch with second hand
- White uniform and white shoes (leather tennis/nurses' shoes)

Housing Costs and Deposits (2009-2010)

Josie's Village

Rates: (Includes utilities and wireless internet service. Students are responsible for cable & phone)

Housing deposit: \$150 non-refundable room reservation fee must be submitted within housing contract.

PACKAGE A – FULL ACADEMIC YEAR (FALL, SPRING & SUMMER SEMESTER) – 12 Months

**Financial aid does not cover the charges for summer housing unless the student is given an award letter specific for summer enrollment.

- Single Apartment (1 bedroom) \$7536 (\$3140 fall semester, \$3140 spring semester, \$1256 summer semester)
- Single Apartment (2 bedrooms) \$9600 (\$4000 fall semester, \$4000 spring semester, \$1072 summer semester)
- Double Apartment (per person) \$6432 (\$2680 fall semester, \$2680 spring semester, \$1072 summer semester)

PACKAGE B – FALL AND SPRING SEMESTER – 10 Months (excludes June and July)

*This package is available only to students graduating in May or to freshman students.

- Single Apartment (1 bedroom) \$6580 (\$3290 fall semester, \$3290 spring semester)
- Single Apartment (2 bedrooms) \$8300 (\$4150 fall semester, \$4150 spring semester)
- Double Apartment (per person) \$5660 (\$2830 fall semester, \$2830 spring semester)

Rates are subject to change in the following academic year. Not less than thirty (30) days written notice of any such change will be provided to Resident.

Refunds

Tuition Refunds

Procedure to Withdraw

- Students dropping some or all of their courses at Nebraska Methodist College may request a refund of tuition and fees based on the schedule found at <http://www.methodistcollege.edu/currentstudents/tuition/refundpolicy/index.asp>.
- To obtain a refund, students must complete a Drop/Add Form, available from the Registrar's Office.
- **A refund will not be given without a Drop/Add form on record.**
- Refunds due a student who completes a withdrawal of all courses and has federal financial aid will first be applied to NMC's share of repayment of unearned federal aid (if any), then to the student's share of repayment of unearned federal aid (if any), then to the student. (See Return of Financial Aid Policy.)

Withdrawal/Leave of Absence

Students withdrawing or taking a leave of absence must contact the College Financial Aid and Business Offices to make necessary financial arrangements. Students are responsible for all costs as determined by the refund policy. A week is defined as beginning on Sunday and ending at the end of the day on Saturday.

Housing Contract Cancellation after Facility Open

Unless the Contract is cancelled prior to the established deadlines in the following chart, the Contract may not be terminated without approval from the Housing Director. In the event of termination of occupancy without College approval, the obligation to pay rent will continue for the length of the contract. If the Resident does not enroll in classes at Nebraska Methodist College, the contract will be cancelled, and the deposit will be forfeited after the following dates.

Fall/Spring Contracts

Prior to May 1 – Cancellation with no penalty. \$150 deposit if forfeited.

After May 1 – Student is assessed \$500 cancellation fee. \$150 deposit is forfeited.

Spring only Contract

Prior to November 1 – Cancellation with no penalty. \$150 deposit if forfeited.

After November 1 – Student is assessed \$500 cancellation fee. \$150 deposit is forfeited.

Summer Contract

Prior to May 1 – Cancellation with no penalty. \$150 deposit if forfeited.

After May 1 – Student is assessed \$500 cancellation fee. \$150 deposit is forfeited.

Graduating Students

Graduating students must contact the College Business Office at least 10 business days prior to graduation.

Students who do not make appropriate financial arrangements concerning their accounts during the exit procedure will have their transcripts and diplomas or certificates held until the required arrangements have been made.

Financial Aid

For those who qualify, Nebraska Methodist College offers a variety of student financial aid programs. Scholarships, grants and loans are available singly or in combination to meet the difference between what a student/family can provide and the actual annual cost of attending NMC. See Financial Aid Programs Available for a description of these programs.

Eligibility Requirements for Federal Aid at NMC

- Financial need (except for some loan programs)
- High school diploma or a General Education Development Certificate (GED)
- Enrolled in an eligible certificate, associate, bachelor's or graduate degree program
- U.S. citizen or eligible non-citizen
- Valid Social Security number
- Maintain satisfactory Academic Progress (see the section containing this policy)
- Certify that Federal funds will be used solely for educational expenses and that the student is not in default on a Title IV educational loan nor owes an overpayment on a Title IV loan or grant (Certification can be found on the Free Application for Federal Student Aid [FAFSA].)

Establishing Federal Financial Need

The information reported on the *Free Application for Federal Student Aid* (FAFSA) is used in a formula established by the U.S. Congress. The formula determines a student's Expected Family Contribution (EFC). This is an amount the student and/or family are expected to contribute toward the student's education. The EFC is used to determine Pell Grant eligibility. It is also used in an equation to determine financial need:

$$\begin{aligned} &\text{Cost of Attendance*} \\ &\quad - \text{Expected Family Contribution (EFC)} \\ &\quad - \text{Other Resources} \\ &= \text{Financial Need} \end{aligned}$$

*The estimated cost of attendance includes tuition, fees and living expenses for the student. At no time may students receive more aid than their estimated cost of attendance.

Dependency Status

When a student applies for federal student aid on the FAFSA, the answers to the Step Three questions will determine whether a student is considered:

- **Dependent** on the student's parents: must report both the student's and the parents' income and assets.
- **Independent** of parents: must report only his or her (and spouse's, if married) income and assets.

Financial Aid Appeals

An Appeals Committee is available to review the circumstances of students who:

- Believe that they have unusual financial circumstances.
- Believe they should be considered independent.
- Want to appeal a refund calculation.
- Want to appeal a satisfactory progress suspension based on mitigating circumstances.

Unusual circumstances may include unusual medical expenses, tuition expenses for private elementary or secondary education, unemployment or changes in marital status due to death or divorce in the family. Students will be asked to submit documentation to support their claims. Each request will be carefully considered. The decision will be final and cannot be appealed to the U.S. Department of Education.

Applying for Financial Aid

Required Forms: Students apply for financial aid on the *Free Application for Federal Financial Aid* (FAFSA). This application determines a student's eligibility for aid such as grants and loans. If a student is determined eligible for loans, additional loan applications must be submitted. The FAFSA does not apply to scholarships. The FAFSA is available online at www.fafsa.ed.gov.

When to File: The FAFSA may be filed after January 1 for the following Fall/Spring/Summer semesters.

Deadlines: The following grant funds are awarded on a first-come, first-served basis each semester.

Early application is advisable. These grants include the Supplemental Educational Opportunity Grant, Nebraska State Grant and the NMC Grants.

Process: After submission of the FAFSA, applicants will receive a Student Aid Report. Students should review it carefully to make sure it's correct and inform the Financial Aid Office if corrections need to be made. The College will receive an electronic copy of this report if the student lists Nebraska Methodist as a college to receive this information. The NMC Title IV Code is 009937. Each student will receive a letter from the Financial Aid Office, usually within 1-2 weeks. The letter will either ask for more information which the student will be required to furnish or an Award Letter stating the aid the student is eligible for. The Award Letter shows eligibility for aid at that time. It may be adjusted by the Financial Aid Office depending upon the student's actual enrollment status, additional resources received by a student, eligibility restraints of various programs or fund availability. New students will be asked to return an Acceptance Letter stating that they have read the *Financial Aid Handbook* and understand it completely.

Financial Aid Handbook: The *Financial Aid Handbook* is available on-line in the Financial Aid section of the college website at www.methodistcollege.edu. Students are expected to read, understand and comply with all policies and steps in the Handbook. Copies of the *Financial Aid Handbook* are available in the Financial Aid Office upon request.

Renewal of Aid: Most students who apply for financial aid will receive a personal identification number from the U.S. Department of Education. The PIN allows students to access their "Renewal Application" on the Department of Education Web site. The PIN also serves as their electronic signature. The "Renewal Application" rolls a student's information forward into the new year. Students are asked to update income information on the Renewal Application. If a student does not receive a PIN, he or she can complete the regular FAFSA online. The FAFSA is available online at: www.fafsa.ed.gov.

Transfer Students: Aid does not automatically transfer from one college to another. Students transferring during mid-year, who have applied for financial aid for the same year at the previous institution, must forward the Student Aid Report to NMC by adding the Nebraska Methodist College code to their FAFSA (009937).

Definition of Enrollment: For financial aid purposes, the definition of full-time enrollment for undergraduate programs is 12 credit hours per semester, including the Summer semester. For certificate programs, full-time is determined by a prorated formula prescribed by federal regulations and may vary between terms.

Summer Financial Aid: Summer aid is based on the same *Free Application for Federal Student Aid* (FAFSA) submitted for the previous fall/spring semesters. Funding generally is limited to Pell Grants and loans. Loan applications must be submitted to the Financial Aid Office no later than June 1. Funding received during summer terms may affect aid for the ensuing fall/spring terms.

Bookstore Waivers

Students who have more approved financial aid than their NMC tuition and fees may charge their textbooks in the Bookstore. Books may be charged to a student's account prior to or during the first week of classes. Students are expected to pay for books out of their own funds after the first week of classes.

Disbursement of Aid

Financial aid is not applied until a student attends classes. Satisfactory Progress in a student's academic program will be determined prior to disbursement (See Satisfactory Progress Policy). All requested financial aid documents must be received prior to disbursement. Many grants and scholarships are prorated according to a student's actual enrollment status. The actual enrollment status is determined at the end of the day on Friday of the first week of class.

After Satisfactory Progress and enrollment status are determined, financial aid for each semester is credited to a student's account. The funds remaining after NMC charges are paid are available to the student in a refund check from the Business Office. Leave Act of 1993.

Student Rights and Responsibilities for Financial Aid

Rights – Applicants for financial aid have the right to know the following:

- Availability of financial aid programs at NMC.
- How aid is distributed, who determines the distribution and on what basis it is made.
- How a student's financial need is assessed and what resources are considered in the calculation of need.
- What portion of the financial aid must be repaid.
- The interest rate on loans, the total amount to be repaid, the repayment procedures, the date for beginning repayment and the length of the repayment period.

Responsibilities – Applicants for financial aid have the responsibility to do the following:

- Inform the Financial Aid Office of additional forms of funding such as (but not limited to) scholarships, vocational Rehabilitation, Veteran's Benefits or tuition reimbursement. Failure to do so may cause an over-award of financial aid which the students may have to repay.
- Inform NMC and the students' lenders of any change in permanent address.
- Acquaint themselves with financial aid deadlines, forms and application requirements for receiving aid.
- Read and understand the *Financial Aid Handbook*
- Read and understand the Satisfactory Progress Policy.
- Read and understand the Refund of Nebraska Methodist College Tuition Policy.
- Read and understand the Return of Unearned Federal Financial Aid Policy.
- Supply any additional documentation, verification, corrections or new information requested by the Financial Aid Office.
- Attend required Entrance and Exit Interviews regarding a student's obligations for their loans.

Refund of Nebraska Methodist College Financial Aid

(Used **only** for students withdrawing from **all** courses. *Do not confuse with the Return of Unearned Federal Financial Aid*)

Students receiving **Methodist Scholarships or Grants** will be allowed to keep the scholarship or grant earned on the census day (the Friday of the first week of class). However, the amount the student is allowed to keep will not exceed the amount of tuition, fees and dorm charges which Methodist College retains.

Students receiving Nebraska State Grant funds will be able to keep the same refund percentages as the tuition refund schedule. Portions of this grant are subject to the Return of Federal Financial Aid Policy.

Note: If a student drops to less than half-time prior to or on the census date (the Friday of the first week of class) the student will not receive a state grant.

RETURN OF UNEARNED FEDERAL FINANCIAL AID FOR STUDENTS IN THE DEGREE PROGRAMS

Applies to Students Who:

- Withdraw from all classes, and
- Receive federal financial aid, and
- Withdraw up to and including the 60% of the payment period.

Awards Affected:

- Pell Grant
- SEOG Grant
- AC Grant
- Perkins Loan
- Stafford Loan

Students should be aware that this policy may result in a student owing funds to the College and/or federal government.

The Federal Policy requires that Nebraska Methodist College determine the amount of federal financial Aid that the student has *earned* at the time of complete withdrawal at Methodist College. The amount of *unearned* financial aid must be returned to program funds.

Earned Federal Aid

A student must repay a portion of his financial aid if he/she withdraws from all courses prior to completing 60 percent of the semester/term (measured in days). If the student that is withdrawing from all courses, completes more than 60 percent of the semester/term, he/she has earned all of his/her financial aid.

Repayment of Unearned Aid

Repayment of unearned aid is shared by Methodist College and the student in proportion to the aid each is assumed to possess. Federal formula determines each share and the allocation to each program.

- Nebraska Methodist College will return the lesser of the amount unearned aid or the institutional charges times the percent of unearned aid. Institutional refunds due a student will first be applied to the NMC share of repayment of unearned aid, then to a student's share (if any) and then to the student (if any). If the institutional refund does not cover all of the Nebraska Methodist College's share, the balance will be charged against a student's account.
- The student will return the amount of unearned financial aid less the amount Nebraska Methodist College returns. Students return their share of unearned aid attributable to a loan under the terms and conditions of the promissory note. Any amount that a student owes to a grant program is then reduced by half.

Grant Overpayment

A student does not have to repay a grant overpayment of \$50 or less.

A student owing an overpayment will continue his eligibility for Federal aid for 45 days from the earlier date:

- Date the College sends notification to a student.
- Date the College was required to notify the student of the overpayment.

During that time, the student will have an opportunity to either:

- Repay the grant in full to the institution.
- Sign a repayment agreement with the Department of Education.

For students temporarily ceasing enrollment at Nebraska Methodist College., a student may (at the College's option) instead sign a repayment agreement with the College. If the student does not take one of these three actions during the 45 day period, the student becomes ineligible for Title IV funds from the 46th day and beyond. The maximum repayment period is two years.

Post Withdrawal Disbursements

Financial aid that *could* have been disbursed (but not disbursed) may be disbursed late up to the amount of the earned financial aid. Only certified Stafford Loans may be disbursed late. Late disbursements will only be made for students who:

- Submitted a valid Student Aid Report by date of withdrawal.
- Completed verification (if required) by date of withdrawal.
- Submitted all required documents for disbursement by date of withdrawal.

Students will be notified within 14 days of receipt of a post withdrawal disbursement of any funds available to them after the credit has been applied towards their unpaid institutional charges. Students will have 14 days to accept or reject these funds. If the student does not respond to the notice, these funds will be returned to the program.

Effect of a Leave of Absence

Students receiving an approved Leave of Absence from the College and indicating an intent to return the next enrollment period will not be considered as withdrawn for purposes of the Federal Unearned Financial Aid Calculation or Tuition and Fees Refund Calculation. However, if the student does not return the following term (including Summer for a Spring withdrawal), the date of the Official Leave of Absence will be used to determine the Unearned Financial Aid Calculation and the Tuition and Fees Refund Calculation. Students should be aware of their responsibilities regarding their loan repayments when taking an Official Leave of Absence. Only one Leave of Absence for purposes of refunds will be granted in any 12 month period unless for reasons of jury duty, military service or circumstances covered under the Family and Medical Leave Act of 1993.

Order of Return of Title IV Funds

Unearned funds will be returned in the following order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal PLUS Loan
5. Federal Pell Grant
6. Academic Competitiveness Grant
7. Federal SEOG

Relevant Definitions

- **Withdrawal Date.** The withdrawal date to determine earned financial aid is the date when the student begins the withdrawal process or officially notifies the College of the intent to withdraw or the midpoint (50 percent) of the period of enrollment for a student who leaves without notifying the institution. The student may begin the withdrawal process either orally or in writing but the student must ensure that the withdrawal date is documented by a College Official. If there is a conflict of when the student stated his or her intent to withdraw and the official withdrawal, the earlier date will be used in the calculation of Federal aid earned. A student may rescind his or her withdrawal by declaring, in writing, his or her intent to continue attendance and complete the term.

- **College Official.** The student may begin the process to withdraw with any of the following College Officials: his or her advisor, his or her instructor, Registrar, College Counselor, Financial Aid Officer, or Student Accounts Representative.
- **Federal Financial Aid.** Federal financial aid includes Federal Pell Grant, Academic Competitiveness Grant (AC Grant), Federal Supplemental Educational Opportunity Grant (SEOG), Federal Stafford Loan (both subsidized and unsubsidized), Federal PLUS Loan and Federal Perkins Loan.

RETURN OF UNEARNED FEDERAL FINANCIAL AID FOR STUDENTS IN THE MEDICAL ASSISTANT PROGRAM

Applies to Students Who:

- Withdraw from all classes, and
- Receive federal financial aid, and
- Withdraw up to and including the 60% of the payment period.

Awards Affected:

- Pell Grant
- SEOG Grant
- AC Grant
- Perkins Loan
- Stafford Loan

Students should be aware that this policy may result in a student owing funds to the College and/or federal government.

The Federal Policy requires that Nebraska Methodist College determine the amount of federal financial Aid that the student has earned at the time of complete withdrawal at Methodist College. The amount of unearned financial aid must be returned to program funds.

Earned Federal Aid

A student must repay a portion of his financial aid if he/she withdraws from all courses prior to completing 60 percent of the scheduled hours in the student's payment period. If the student withdrawing from all courses, completes more than 60 percent or more of his/her scheduled hours in the student's payment period, he/she has earned all of his/her financial aid for the payment period. Institutional costs for these calculations will be prorated for the student's payment period.

Repayment of Unearned Aid

Repayment of unearned aid is shared by Methodist College and the student in proportion to the aid each is assumed to possess. Federal formula determines each share and the allocation to each program.

- Nebraska Methodist College will return the lesser of the amount unearned aid or the institutional charges times the percent of unearned aid. Institutional refunds due a student will first be applied to the NMC share of repayment of unearned aid, then to a student's share (if any) and then to the student (if any). If the institutional refund does not cover all of the Nebraska Methodist College's share, the balance will be charged against a student's account.
- The student will return the amount of unearned financial aid less the amount Nebraska Methodist College returns. Students return their share of unearned aid attributable to a loan under the terms and conditions of the promissory note. Any amount that a student owes to a grant program is then reduced by half.

Grant Overpayment

A student does not have to repay a grant overpayment of \$50 or less.

A student owing an overpayment will continue his eligibility for Federal aid for 45 days from the earlier date:

- Date the College sends notification to a student.
- Date the College was required to notify the student of the overpayment.

During that time, the student will have an opportunity to either:

approved 8/25/2009

revised 10/28/2009

- Repay the grant in full to the institution.
- Sign a repayment agreement with the Department of Education.

For students temporarily ceasing enrollment at Nebraska Methodist College, a student may (at the College's option) instead sign a repayment agreement with the College. If the student does not take one of these three actions during the 45 day period, the student becomes ineligible for Title IV funds from the 46th day and beyond. The maximum repayment period is two years.

Post Withdrawal Disbursements

Financial aid that *could* have been disbursed (but was not disbursed) may be disbursed late, up to the amount of the earned financial aid. Only certified Stafford Loans may be disbursed late. Late disbursements will only be made for students who:

- Submitted a valid Student Aid Report by date of withdrawal.
- Completed verification (if required) by date of withdrawal.
- Submitted all required documents for disbursement by date of withdrawal.

Students will be notified within 14 days of receipt of a post withdrawal disbursement of any funds available to them after the credit has been applied towards their unpaid institutional charges. Students will have 14 days to accept or reject these funds. If the student does not respond to the notice, these funds will be returned to the program.

Effect of a Leave of Absence

Students receiving an approved Leave of Absence from the College and indicating an intent to return the next enrollment period will not be considered as withdrawn for purposes of the Federal Unearned Financial Aid Calculation or Tuition and Fees Refund Calculation. However, if the student does not return the following term (including Summer for a Spring withdrawal), the date of the Official Leave of Absence will be used to determine the Unearned Financial Aid Calculation and the Tuition and Fees Refund Calculation. Students should be aware of their responsibilities regarding their loan repayments when taking an Official Leave of Absence. Only one Leave of Absence for purposes of refunds will be granted in any 12 month period unless for reasons of jury duty, military service or circumstances covered under the Family and Medical Leave Act of 1993.

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6. Academic Competitiveness Grant
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Relevant Definitions

- **Withdrawal Date.** The withdrawal date to determine earned financial aid is the date when the student begins the withdrawal process or officially notifies the College of the intent to withdraw or the midpoint (50 percent) of the period of enrollment for a student who leaves without notifying the institution. The student may begin the withdrawal process either orally or in writing but the student must ensure that the withdrawal date is documented by a College Official. If there is a conflict of when the student stated his or her intent to withdraw and the official withdrawal, the earlier date will be used in the calculation of

Federal aid earned. A student may rescind his or her withdrawal by declaring, in writing, his or her intent to continue attendance and complete the term.

- **College Official.** The student may begin the process to withdraw with any of the following College Officials: his or her advisor, his or her instructor, Registrar, College Counselor, Financial Aid Officer, or Student Accounts Representative.
- **Federal Financial Aid.** Federal financial aid includes Federal Pell Grant, Academic Competitiveness Grant (AC Grant), Federal Supplemental Educational Opportunity Grant (SEOG), Federal Stafford Loan (both subsidized and unsubsidized), Federal PLUS Loan and Federal Perkins Loan.
- **Payment Period.** A payment period is not an enrollment term. The Medical Assistant program consists of two payment periods, each consisting of one-half of the program of 465 clock hours. For students with transfer hours, a payment period is calculated by deducting the number of transfer hours from the program total of 930 and then dividing by two for the number of hours in each payment period. See “Disbursements” on page 1 for more details regarding disbursements within a payment period.

SATISFACTORY PROGRESS POLICY

Students in Degree Programs

To be eligible for Financial Aid, a student must be maintaining three criteria showing progression towards graduation:

1. A Cumulative Grade Point Average (CGPA) of 2.0 or better at the end of each term.
2. Complete 66 percent of hours attempted at the end of summer semester for the previous fall, spring and summer terms.
3. Complete the degree requirements within 150% of the required credit hours for the program.

QUALITATIVE PROGRESS (CGPA)

A student must maintain a Cumulative Grade Point Average (CGPA) of 2.0 or better at the end of each semester or summer term.

- Effects of course withdrawals or repeated courses on CGPA are stated in the Catalog.
- Incomplete courses will be treated as hours not completed for these calculations. If the student subsequently completes an incomplete course, he or she may request a recalculation from the Financial Aid Office of the percentage completed.
- New or Transfer students will be considered to be making Satisfactory Progress for the first semester.
- Readmitted students will be treated as transfer students for one semester.
- Readmitted students with a prior Satisfactory Progress suspension from Methodist College, see below.

Probation

Students not attaining a minimum CGPA 2.0 at the end of each semester or summer term will be placed on probation for the next semester/summer that they are enrolled. Students will be eligible to receive financial aid for the probationary term. At the end of the probationary period a CGPA a minimum of 2.0 must be attained.

Students not achieving a minimum 2.0 by the end of the probationary term will be suspended from receiving financial aid.

An Exception to the Probation Policy

Federal regulations require a student to attain a CGPA of 2.0 or better at the end of the 4th semester. **If the student is enrolled during a summer session, it is counted as a semester.** A semester is counted regardless of the number of credit hours enrolled. If the student does not have a minimum CGPA of 2.0 by this point, he or she will not be given a probationary period and the student will no longer be eligible for financial aid.

QUANTITATIVE PROGRESS

There are two quantitative criteria students must meet to show progression in their programs.

1. **Incremental Progress (hours attempted versus hours completed within academic year):** Students must complete **66 percent** of the total hours attempted for the previous fall and spring and summer semesters. Hours attempted are measured at the end of the last day of the first week of each semester. Students are allowed to freely drop and add courses prior and during the first week. The total hours attempted is measured annually at the end of summer for the previous fall, spring and summer. Withdrawals after the first week of classes are considered hours attempted. Failure to complete at least **66 percent** of the hours attempted will result in suspension from receiving all financial aid. The student is not given a probationary period for failure to meet this criteria.
2. **Cumulative hours for program (complete degree within 150% of degree requirements):** Students are required to complete their degree requirements within 150% of the required credit hours. This will be measured at the end of each semester.

In assessing Quantitative Progress:

- Hours transferred in and applying to the student's degree will be counted.
- Students attempting a second degree or two degrees concurrently must satisfy quantitative hours will be based on degree program of longer length.

Students will not be eligible for financial aid after earning the above number of credit hours toward their degree. The student is not given a probationary period for failure to meet this criteria.

NOTICE

Students will be given written notification of probationary status, termination, or re-establishment of Title IV Financial Aid eligibility.

REINSTATEMENT AFTER SUSPENSION

Students must correct the problem that resulted in the suspension in order to reinstate their eligibility.

- Students that have been suspended because a QGPA below a 2.0 may reinstate their eligibility by completing coursework and achieving a minimum QGPA of 2.0 or greater.
- Students that have been suspended for failure to complete a minimum 66 percent of attempted credits must complete at least nine semester credit hours (need not be taken in one semester) without financial aid and must complete at least 66 percent of the of the credits attempted.

A student re-establishing their financial aid eligibility may be paid financial aid after the period in which he or she re-establishes satisfactory progress, but not during the period(s) when the student was attempting to re-establish satisfactory progress. Example: During the Fall semester, the student is establishing eligibility for financial aid and is not receiving financial aid. After attaining the above criteria, the student is eligible to receive financial aid during the following period, which would be the Spring Semester.

A student that has been suspended from Title IV financial aid eligibility and has withdrawn from Methodist College and has re-applied and been accepted into a program at Methodist College; will be placed on a one semester probation. At the end of the probation period, the student must

- achieve at least a 2.0 QGPA and
- complete 66 percent of the attempted courses.

A student achieving this goal will be reinstated for financial aid for the following semester. During this probationary period, the student will be eligible for financial aid. A student not achieving this goal will be suspended from further financial aid.

APPEALS

A student may appeal the decision based on these mitigating circumstances:

1. Injury or illness to the student.
2. Death of a relative.
3. Undue hardship as a result of special circumstances.

Appeals to this policy may be submitted in writing to the Appeals Committee. The Committee's decision may be appealed to the Vice-President of Student Affairs or (in the case of an advising conflict), the Dean of Students; whose decision is final.

Probation is limited to 2 terms.

(Revised May, 2008)

SATISFACTORY PROGRESS POLICY

Students in Certificate Programs

Satisfactory Progress compliance insures that a student will:

1. Graduate within the maximum allowed amount of time.
2. Maintain the minimum requirements to remain in school.
3. Be entitled to receive federal aid (grants and/or loans) at each disbursement.

Satisfactory Progress is measured in two ways:

- **Qualitative** – in terms of quality of work
- **Quantitative** – in terms of cumulative clock hours

QUALITATIVE PROGRESS (CGPA)

A student must maintain a Cumulative Grade Point Average (C.G.P.A.) of at least 2.0.

- The effects of course withdrawals or repeated courses on CGPA are stated in the Catalog.
- Incomplete courses will be treated as hours not completed for these calculations. If the student subsequently completes an incomplete course, he or she may request a recalculation from the Financial Aid Office of the percentage completed.
- New or transfer students will be considered to be making Satisfactory Progress for the first term.
- Readmitted students will be treated as transfer students for one term.
- Readmitted students with a prior Satisfactory Progress suspension from Methodist College, see below.

Probation and Suspension

Students not attaining CGPA of a minimum 2.0 at the end of each term will be placed on probation for the next term that they are enrolled. Students will be eligible to receive financial aid for the probationary term. At the end of the probationary period, a minimum CGPA 2.0 must be attained. **Students not achieving a minimum 2.0 by the end of the probationary term will be suspended from receiving financial aid.**

An Exception to the Probation Policy

Federal regulations require a student to attain minimum CGPA of 2.0 at the end of the 4th term. A term is counted regardless of the number of clock hours enrolled. **If the student does not have a minimum CGPA of 2.0 by this point, he or she will not be given a probationary period and the student will no longer be eligible for financial aid.**

QUANTITATIVE PROGRESS

Federal regulations require that no more than 150% of the total clock hours in their program are eligible for Federal financial aid.

To ensure that the student does not receive federal financial aid over this amount, students will be measured incrementally at the end of each term they have completed. Students must complete 66 percent of the *scheduled* clock hours less transfer hours for each term in order to maintain satisfactory progress. Review of the student's progress will be made at the end of each term. To remain eligible for federal financial aid, the students must meet the minimum clock hours during the respective term:

An example of Calculating 66 Percent of Clock Hours of each Enrollment Period Where Financial Aid Has been Earned assuming no transfer hours

| | Term I | Term II | Term III | Term IV |
|-------------------|---------------|----------------|-----------------|----------------|
| Medical Assistant | 133 | 133 | 133 | 220 |

By following the above schedule, students ensure that they will complete their programs within their scheduled contract time. The number of hours that a student can accumulate far exceeds this minimum requirement when attending on a regular daily basis. Only students who qualify and maintain satisfactory progress are eligible to receive Title IV assistance. Students who meet the minimum requirements for attendance and academic progress shall be considered to be making satisfactory progress at the time of each scheduled disbursement as outlined on the Disbursement Schedule.

Excused Absences

Excused absences must be made up.

Suspension

Failure to attain the minimum clock hours at the end of the term will result in the student's suspension from federal financial aid. No probationary period will be granted. The student will be notified in writing of his/her suspension. The student will not be eligible for federal financial aid.

REINSTATEMENT AFTER SUSPENSION

Students must correct the problem that resulted in the suspension in order to reinstate their eligibility.

- Students that have been suspended because of a QGPA below a 2.0 may reinstate their eligibility by completing coursework and achieving a minimum QGPA 2.0 or greater.
- Students that have been suspended for failure to complete a minimum 66 percent of attempted clock hours must complete at least 200 clock hours (need not be taken in one semester) without financial aid and must complete at least 66 percent of the of the clock hours attempted.

A student re-establishing their financial aid eligibility may be paid financial aid after the period in which he or she re-establishes satisfactory progress, but not during the period(s) when the student was attempting to re-establish satisfactory progress. Example: During the Term I, the student is establishing eligibility for financial aid and is not receiving financial aid. After attaining the above criteria, the student is eligible to receive financial aid during the following period, which would be Term II.

A student that has been suspended from Title IV financial aid eligibility and has withdrawn from Methodist College and has re-applied and been accepted into a program at Methodist College; will be placed on a one term probation. At the end of the probation period, the student must

- achieve at least a 2.0 QGPA and
- complete 66% of the attempted courses.

A student achieving this goal will be reinstated for financial aid for the following term. During this probationary period, the student will be eligible for financial aid. A student not achieving this goal will be suspended from further financial aid.

APPEALS

A student may appeal the decision based on these mitigating circumstances:

1. Injury or illness to the student.
2. Death of a relative.
3. Undue hardship as a result of special circumstances.

Appeals to this policy may be made in writing to the Appeals Committee. The Committee's decision may be appealed to the Vice-President of Student Affairs or (in the case of an advising conflict), the Dean of Students; whose decision is final.

(Revised May/200)

Financial Aid Programs Available at NMC

The major types of financial aid available to eligible students at NMC are scholarships, grants and loans. Inquiries about eligibility and the application process should be directed to the Financial Aid Office.

Scholarships

Scholarships are free funds to students provided by a variety of donors and organizations. **Methodist Hospital Foundation** provides a large number of substantial scholarships to NMC students. (See the following section on these scholarships for more information.)

Grants

Grants are free aid based on the federal definition of need. Students must complete the FAFSA to determine grant eligibility. Funding is limited for all grants (except Pell Grant). See "Deadlines" above. *Early application is advisable*. All grants (except NMC grants) are limited to students seeking their first baccalaureate degrees.

Federal Pell Grant is awarded to undergraduate students who meet federal eligibility requirements. The amount awarded is determined by a federal formula. The grant can be paid for less than half-time enrollment.

Federal Supplemental Educational Opportunity Grant (SEOG) is a grant administered by the College and is distributed to eligible undergraduate students based on need. The SEOG can be paid for less than half-time enrollment.

Academic Competitiveness Grant (AC Grant) is a Federal Grant for full time Pell-eligible students. Eligible students must be U.S. Citizens, enrolled in a degree program, full time their first or second academic year and must have completed a rigorous secondary school program. Other criteria may apply.*

*this description was revised 09/10/09; [click here for the current description](#).

Nebraska State Grant is a grant provided by the state of Nebraska and the federal government. Awards are made to students who are eligible for the Pell Grant and who are at least half-time enrollment and Nebraska residents.

NMC Grants are provided by funds from the Methodist Hospital Foundation. This need-based grant is available to non-Pell-eligible students. Students must be enrolled on at least a half-time basis to qualify for this grant.

Federal Work Study (FWS)

Federal Work Study positions are available for students with need. A FAFSA and Methodist Health System applications are required. Students generally work 10 hours a week and may work through the summer. Students are subject to pertinent federal regulations. Students are considered employees of the Methodist Health Care system but are not eligible for benefits.

Loans

Eligibility for most loans is determined by the results of the FAFSA. Students must submit a loan application if they want to apply for a loan. There are two types of loans: loans that replace need (need-based loans) and loans that replace the Estimated Family Contribution (EFC) (non-need loans). If students feel they need more aid than shows on their Award Letter, they are encouraged to talk to the Financial Aid Office to find out if they have additional eligibility and what types of loans are available. *Students are cautioned, however, loans must be repaid. Students should consider carefully their cumulative loan burden before borrowing for living expenses.* All loans require half-time attendance. All loan applications are available in the Financial Aid Office.

Note: Recently enacted changes to the Higher Education Act of 1965, as amended, may alter the terms, award amounts, eligibility requirements, deferments and other aspects of the federal loan programs described below. Information under each federal loan program is subject to change without notice.

Need-Based Loans

Federal Subsidized Stafford Loan is a loan available to students based on need through a student-designated lender. The federal government pays the interest while a student is enrolled at least half-time, and for a six-month period after half-time status ceases. The amount a student may borrow is determined by a student's need, annual loan eligibility determined by student's grade level and the cost of education.

Federal Perkins Loan is available to students enrolled in Allied Health Programs. This need-based loan has a 5 percent interest rate. **Funds are limited, early application is advisable.**

Nursing Student Loan is a loan available to students enrolled in Nursing Programs. The interest rate of this need-based loan is five percent. Students must be credit-worthy to be approved for this loan. **Funds are limited, early application is advisable.**

Non-Need-Based Loans

Federal Unsubsidized Loan is a loan available to students through a student-designated lender. It is similar to the Federal Subsidized Stafford Loan but is not need-based and the federal government does not pay the interest while the student is in school. Other restrictions may apply.

Nurse Faculty Loan is a Federal loan for students in the Masters in Nursing – Nurse Educator Track.. Students who graduate and work as nursing faculty in a school of nursing can cancel up to 85% of this loan. Students must be full time for at least 2 semesters of the academic year.*

*this description was revised 09/10/09; [click here for the current description](#).

Alternative Loans. Methodist College works with a variety of private lenders who provide private funds for students needing additional funding. The major types of financial aid available to eligible students at NMC are scholarships, grants and loans. Inquiries about eligibility and the application process should be directed to the Financial Aid Office.

The Methodist Health Care System provides benefits to employees of the Health Care System.

Tuition Assistant Program (TAP) is available after 6 months if working a minimum of 16 hours a week. The benefit is up to \$2000 a calendar year.

Employee Development Grant is a benefit for employees of 2 or more years attending Methodist College. Employees must be working a minimum of 16 hours a week and must attain a minimum GPA of 2.0 in their courses. The benefit is up to \$1600 an academic year.

External Resources

Students are encouraged to seek other resources to finance their educations such as Vocational Rehabilitation, Reserve Officer Training Corps (ROTC) or other programs.

Private Scholarships are available through a variety of civic organizations in a student's hometown and in the Omaha area. Students are urged to seek scholarships from hometown service organizations. High school counselors may be able to offer assistance. The Financial Aid Office will notify students by their college email of new scholarships that are made available. John Moritz Library staff will assist students in using the Internet to locate other sources of private scholarships.

Reserve Officer Training Corps (ROTC) is an option for baccalaureate nursing students. Students in the ROTC program take military science courses at Creighton University and have access to scholarships and leadership training. Upon graduation, the student is commissioned as an officer in the Army Nurse Corps.

Vocational Rehabilitation benefits exist for college students with physical disabilities that impede pursuit of gainful employment or threaten continued employment. Applications and requests for additional information should be made to the local bureau of the Vocational Rehabilitation Office.

NMC Scholarships

The College assists students at NMC by providing supplementary financial resources based on academic performance, leadership potential demonstrated by participation in activities outside the academic setting and service to the College or community. With the exception of restricted funds, which are awarded according to donor intent, the NMC Scholarship Committee will have sole responsibility for establishing regulations governing scholarships.

Scholarship Eligibility

1. Students must be admitted to and remain in good standing at NMC.
2. Currently enrolled students must complete the scholarship application form each year by the required deadline. The deadline is January 15 for current students.
3. New students are encouraged to submit a scholarship application during the admissions process. New student scholarships are awarded on a continuous basis. The Admissions Office will provide application deadline information.
4. Scholarships will be applied according to a student's enrollment status for the semester during which the scholarship will be utilized.
5. Scholarship awards are made on a yearly basis with one-half of the award given each semester. Students attending only one semester of the award period will be eligible for only half of the value of the scholarship.
6. The Scholarship Committee has the discretion to award or deny scholarships to eligible students.

approved 8/25/2009

revised 10/28/2009

7. Applications are available in the Admissions Office and Financial Aid Office on the Main Campus.
8. In addition, the Committee urges students to seek scholarships from business, civic, service and professional groups within his/her community.

Methodist Hospital Foundation Scholarship Donors

Donors who believe in the future of our individual students support the Methodist Hospital Foundation Scholarship fund. Students who apply for a College Scholarship may receive a scholarship in the name of a particular donor. The following is a list of individuals who have generously supported the Foundation Scholarship Fund.

| | |
|---|--|
| Alice & Berchel Harper Scholarship | Wava M. Bush Memorial Scholarship |
| Carolyn Scott Scholarships: Distinguished Student | Edna Fagan Alumni Scholarship |
| Dr. William & Jeanette Schlichtemeier Scholarship | Eugene E. Erks Memorial Scholarship |
| Gary & Kathy McConnell Scholarship | Florence C. Danforth Memorial Scholarship |
| Gertrude M. Shriver Wischmeier Memorial Scholarship | Gertrude May Memorial Scholarship |
| Gladys A. Roberts Memorial Scholarship | Gloria Thornton Kratzke, Jean Thornton and Smith |
| Jamie Jacquelyn Scott Memorial Scholarship | Thornton Memorial Scholarship |
| John Becker Memorial Scholarship | Harriet N. Hunt Leadership Scholarship |
| Kathleen Montgomery Memorial ACE Scholarship | Harvey Applegate Memorial Scholarship |
| Ken Bush Family Memorial Scholarship | Helen & Gordon Harvey Memorial Scholarship |
| Laura Watson Dalton Memorial Scholarship | Helen Bush Scholarship |
| Alumni - Global Future Scholarship | Helen Cherniack Memorial Scholarship |
| Alumni - Methodist College Spirit Scholarship | Helen Kremer Memorial Scholarship |
| Alva H. Clark Scholarship | Howard & Leila Buffett Memorial Scholarship |
| Anesthesia West Scholarship | Jack Elder Memorial Scholarship |
| Ardis Buffington Scholarship | James M. Paxson Memorial Scholarship |
| Basil Hazer Memorial Scholarship | James R. Kovarik MD Memorial |
| Bernice Hanson Memorial Scholarship | Jeanne Hopper Memorial Scholarship |
| Betty Cropper Memorial Scholarship | Jesse & Opal Moritz Memorial Scholarship |
| Beverly Limbeck Memorial Scholarship | Jo Ann & Dale LeBaron Scholarship |
| Buddie William Stull Memorial Scholarship | John and LaVaughn Fries Scholarship |
| Carolyn Kay Clark Memorial Scholarship | Karen Krall Murphy Scholarship |
| Centennial Scholarship | Katherine Shreffler Memorial Scholarship |
| Charlotte Schultz Alumni Scholarship | Lloyd & Donna Haack Scholarship |
| Class of '55 Memorial Scholarship | Louise M. Martin Memorial Scholarship |
| Dora E. Vandas Memorial Scholarship | M. Cooper Smith Memorial Scholarship |
| Dorothy Bower Memorial Scholarship | Margaret M. Ernst Scholarship |
| Dorothy Chung Becker Memorial Scholarship | Marie Beckwith Kilmer Memorial Scholarship |
| Dorothy Manoli Memorial | Marjorie M. Raynor Memorial Scholarship |
| Dr. & Mrs. Dennis Beavers Scholarship | Mead Johnson Scholarship |
| Dr. Charles W. McLaughlin Memorial Scholarship | Methodist Hospital Medical Staff Scholarship |
| Dr. John & Alma Calvert Memorial Scholarship | Minna A. Lahn Memorial Scholarship |
| Dr. L. Thomas Hood Scholarship | Mr. & Mrs. Benjamin Gottschalk Scholarship |
| Dr. Patrick McCarville Scholarship | Nancy K. Vail Memorial Scholarship |
| Dr. Raymond G. Lewis Memorial Scholarship | Nick & Rosella Lalich Scholarship |
| Dr. Willis H. Taylor Jr. Memorial Scholarship | Parents & Students Scholarship |
| Earl & Fay Bailey Scholarship | Paul and Margaret Gessaman Scholarship |
| Earl & Ina Jorgenson Memorial Scholarship | Plummer & Ida Purdham Memorial Scholarship |
| Edith Clark Memorial Scholarship | Professional Freedom Scholarship |
| Edith Meyer Anderson Scholarship | Randy Fleming Scholarship |

Lawrence & Jean Beyer Alumni Scholarship
Linda Waters Memorial Scholarship
Lois Turner Jones Memorial Scholarship
Lola Hoffman Bell and William Harris Bell
Scholarship
Methodist Student Nurse Association Scholarship
Oliver & Ferrol Barklage Scholarship
Pamela Turner Larsen Memorial Scholarship
Robert D. Wilson Memorial Scholarship
Walter & Madeline Rebello Memorial Scholarship
Janis J. Waynar Memorial Scholarship
Evelyn D. Schwalm Memorial Scholarship
Faculty Scholarship
Fay Southwell Memorial Scholarship
Grace R. & Earl R. Leinart Scholarship
Harold O. Polian Memorial Scholarship

Raymond F. & Hildegard M. Conley Memorial
Scholarship
Roger A. and Nancy Koehler Scholarship
Ronald & Mary Patton Scholarship
Ruth B. Werblow Memorial Scholarship
Sara West Grissinger Memorial Scholarship
Shellie Noelle Gillespie Memorial Scholarship
Shirley Robins Alumni Scholarship
St. Luke United Methodist Church Scholarship
Susan D. Cropper Memorial Scholarship
Theodore & Adele Hazer Scholarship
Vernon & Virginia Lindstrom Scholarship
Volunteers in Partnership Scholarship
Walter Bruce Remington Memorial Scholarship
Walters - Fisher Memorial Scholarship
Wilber & Velma Case Scholarship