

## **Rights and Responsibilities of Students on Financial Aid**

As a recipient of financial aid, there are certain rights and responsibilities of which students should be aware. These rights and responsibilities of students on financial aid are listed in the Lenoir-Rhyne University General Catalog.

Students have the right to:

- Obtain information about the available student aid programs and to apply and be considered for assistance;
- Request an explanation of any phase of the financial aid process;
- Request special consideration if family financial circumstances change significantly (students must provide a letter of explanation and supporting documentation to the Office of Financial Aid);
- Meet with a Financial Aid Administrator concerning education financing;
- Request information concerning academic programs, costs and refunds, physical facilities, student retention, etc.;
- Appeal financial aid awards or denials based upon academic progress or enrollment requirements. All appeals must be submitted in writing in a timely manner to the Director of Financial Aid, Director of Enrollment Services or Vice President of Enrollment Management.

In summary, the student has the right to seek and receive necessary information and counseling from the Office of Financial Aid and other Lenoir-Rhyne University sources.

Students have the responsibility to:

- Apply for admission;
- Complete all forms accurately and submit them according to the scheduled deadline dates;
- Honor the policies and procedures set forth in the Lenoir-Rhyne University General Catalog and the Student Handbook;
- Inform the Office of Financial Aid of any personal changes (increase or decrease in your financial resources, change in name and/or withdrawal or transfer from Lenoir-Rhyne University);
- Repay loans in accordance with repayment schedules;
- Reapply for aid each academic year;
- Provide any additional information as requested by the Office of Financial Aid or any other campus office;
- Report any outside sources of assistance received, such as scholarships, VA Benefits, or other grant programs;

- Officially withdraw with the Office of Student Success and Retention to terminate program of study.

Students having an objection to any component of the Title IV Federal funding can bring this to the attention of the Office of Financial Aid in writing. The student's concern will be reviewed and responded to in writing.