

Disbursement Policy

Federal Pell Grants and Stafford Student Loan proceeds must be disbursed to students in multiple installments. Disbursements of these funds are made in periods of enrollment termed Payment Periods. The first payment period begins at the start of training and ends when the student successfully completes one half of the scheduled clock hours at which time the second payment period begins.

The first disbursement of PELL Grant funds are transferred electronically to the school and credited directly to the student's tuition account. PELL Grant payments generally arrive within the first 30 days of training.

The first disbursement of student loan funds occurs after a student has been enrolled for 30 days. To be eligible for the second disbursement of grant and loan proceeds students MUST maintain satisfactory academic progress as defined in the program's handbook and MUST have completed one half of the program's scheduled clock hours. Failure to meet these standards will result in financial aid funds being either delayed or cancelled.

Student Loan disbursements are transferred electronically to the school and credited directly to the student's tuition account. Students are notified in writing when loan disbursements have been posted to their account. Students then have 30 days in which they can cancel all or a part of the loan.

Scholarships and payments from other sources, such as a student's employer, a student's parent, or other, are posted to the students' accounts as they arrive at the school.

If at any time a student's account is overpaid creating a credit balance after all tuition and fees are paid, the credit balance will be refunded to the student in the form of a check from the school. Refund checks will be available no later than 14 days after the credit balance occurs in the student's account. Students can elect to have their credit balances returned to the USDE to reduce loan debt or held on account for a future tuition bill.

In the case where your financial aid disbursements do not cover your total cost of your program, you are responsible for paying the balance owed to the school. Students must pay any remaining balance owed to the school immediately after all aid for the current payment period has been disbursed and posted to their account.