



# FINANCIAL AID

The mission of the Financial Aid Office is to provide prospective and enrolled students with information and resources to financially support their educational goals. We will work together to provide service in a timely, equitable and caring manner.

We sincerely hope that the services and financial aid we offer will help you achieve your educational goals at UTTC. Contact us at: FinancialAid@uttc.edu.

## How to Apply for Federal Student Aid

- Getting federal student financial aid begins with completing the Free Application for Federal Student Aid (FAFSA) at [www.studentaid.gov](http://www.studentaid.gov) (<http://www.studentaid.gov>).
- You will need to create an Federal Student Aid (FSA) ID and password. Your FSA ID is your personal signature and allows you to access your FAFSA information online. You will need your FSA login information for all future FAFSA applications, and because the credentials are linked to your social security number, you cannot create multiple accounts. You will need to sign your online FAFSA form using your FSA ID and Password in order to submit your FAFSA. If your parent is going to sign your FAFSA form electronically, they will need their own FSA ID.
- If you have already filed the taxes needed for your FAFSA, you may be able to use the IRS Retrieval Tool. The tool is accessible through the online FAFSA application, and will connect you directly to the online Internal Revenue Service for your tax data. Using the IRS Retrieval Tool reduces the chances of having your FAFSA selected for Verification by the Department of Education, which may delay your application.
- Be sure to file early to meet deadlines.
- Students cannot register for classes until their FAFSA is completed for the academic year.

## What Happens Next

- The Department of Education will e-mail you a confirmation of a submitted FAFSA. You'll be sent a link from them to view your Student Aid Report (SAR) and Expected Family Contribution (EFC). Review it and make any corrections. You may also have to complete additional paperwork if you have been selected for a process called Verification. You will receive an email from the Financial Aid Office letting you know if you have been selected for verification and/or if additional paperwork is required to process your FAFSA.
- Next you will receive an award letter from UTTC Financial Aid Office stating the aid you can expect if you attend school. Consider the options outlined in the letter including grants, scholarships, and work-study programs.
- Your financial aid will be considered accepted by you unless you contact the Financial Aid Office in writing (or by e-mail) saying you wish to deny some award.

UTTC does not participate in the Federal Student Loan programs.

## Apply for Aid Each Year You are in College

- You must complete the FAFSA each year. Be sure to keep your FSA ID and password in a safe place as you will need it each year in order to renew your FAFSA.

- Never assume that because you received aid in one academic year you will automatically get it again the next year. Review each program's application procedures carefully and reapply each year when necessary.
- If you filled out a FAFSA the year before, you can use the shorter Renewal FAFSA application located at [www.studentaid.gov](http://www.studentaid.gov) (<http://www.studentaid.gov>).

## Special Circumstances and Professional Judgment Request

United Tribes Technical College recognizes that changes may be experienced in the financial situation of a household. While the Free Application for Federal Student Aid (FAFSA) determines financial aid eligibility based on data from two years prior, the Professional Judgement process exists to re-evaluate a student's aid based on certain significant changes.

If you believe you have a change that would result in a lower Expected Family Contribution (EFC) or higher expenses on your Cost of Attendance (COA) please contact our office for a consultation by e-mail or in person: Financialaid@uttc.edu

## Grants and Scholarships

Grants and scholarships come from several sources, including UTTC, the state of North Dakota and the federal government. Other sources include funding from tribal agencies, corporations, unions, trust funds, religious and fraternal organizations, and other associations.

Grants and scholarships do not have to be paid back. You should always explore the "free money" opportunities available to you.

**Note:** Scholarships and tribal agency funding have a variety of application deadlines. Please refer to the UTTC website for specific information related to each funding source. It is important to apply early.

## Financial Aid Programs

United Tribes Technical College is proud to offer many forms of financial aid.

- **Native American Tuition Waiver:** UTTC offers a tuition waiver for Native American students. Any student who selects a tribal affiliation on their application will be automatically applied for the Native American Tuition Waiver. Full eligibility information can be found at: <https://uttc.edu/tuition-and-aid/financial-aid-office/tuition-waivers/>.
- **Federal Pell Grant:** This is a grant program for undergraduate students based on financial need, cost of attendance and student enrollment.
- **Federal Supplemental Educational Opportunity Grant (FSEOG):** FSEOG is awarded to undergraduate students with exceptional financial need - those with the lowest Expected Family Contributions (EFCs). Limited funds are available.
- **Federal Work Study Program:** The Federal Work-Study Program (FWS) is a federally funded need-based student employment program. FWS funds are earned through campus-based employment opportunities and paid bi-weekly for hours worked. FWS is designed to promote student leadership and development through employment opportunities while also assisting students with the financial means to defray educational costs.

- **Leadership through Experience Program:** the Leadership through Experience Program (LTE) is an institutionally funded need-based student employment program. LTE funds are earned through campus-based employment opportunities and paid bi-weekly for hours worked. LTE is designed to promote student leadership and development through employment opportunities while also assisting students with the financial means to defray educational costs.
- **Institutional Scholarships:** UTTC administers a variety of scholarship funds set up to benefit UTTC students. The Financial Aid Office facilitates the award of various scholarships based on financial need and academic achievement.  
Such grants are awarded to students based on the eligibility and selection criteria provided by the funding source. Requirements vary from program to program.
- **Private Scholarships:** Students are encouraged to search online or through local agencies for private scholarships. Many scholarship opportunities are available through various businesses and foundations. When searching online for scholarships, students should use caution and be aware of scholarship scams. Never pay to send a scholarship application in, and never give out personal banking or other financial information. The UTTC website has a list of current private scholarships: [uttc.edu/financial-aid/scholarships/](http://uttc.edu/financial-aid/scholarships/) (<http://uttc.edu/financial-aid/scholarships/>)
- **Tribal (Agency) Funding:** Students enrolled in a federally recognized tribe should apply for tribal (agency) funding. The Financial Aid Office can assist with these applications, be sure to apply early as deadlines may vary. The UTTC website has a list of some of the Tribal Education Programs here: [uttc.edu/tuition-and-aid/financial-aid-office/tribal-programs/](http://uttc.edu/tuition-and-aid/financial-aid-office/tribal-programs/). (<http://uttc.edu/tuition-and-aid/financial-aid-office/tribal-programs/>)
- **Workforce Innovation & Opportunity Act (WIOA):** The Workforce Innovation & Opportunity Act is funded through the Department of Labor. This program will assist eligible Native American participants with the following training services: workplace training, occupational skills training, skill upgrading/retraining, on-the-job training, workplace instruction, and education/tuition assistance. Apply at the WIOA office in the Skills Center (Building 200).
- **Vocational Rehabilitation:** Vocational Rehabilitation offices support individuals who are training or retraining for a new profession due to a diagnosed disability or injury. The programs are administered by state and tribal governments. Students are encouraged to contact their tribe's Tribal Agency Vocational Rehabilitation Office and/or local county office for further information on assistance programs available to them. The Financial Aid Office can provide further information about the UTTC vocational rehabilitation program.

## Semester Tuition and Fees

- 100-200 Level Courses: \$150.00
  - Full time: 12 credits X \$150.00 = \$1,800.00 Per Semester
- 300-400 Level Courses: \$260.00
  - Full time: 12 credits X \$260.00 = \$3120.00 Per Semester

**Audit courses,** are charged the same as 100- 200 level and 300-400 level courses and must be paid for in full prior to the start of the course.

## Mandatory Fees

All students pay mandatory fees of \$43 per credit hour up to 12 credits per semester. This includes costs of activities, student government, facilities and technology fees. Classes taken for audit are not assessed fees.

## Program Fees

Fee	Amount
Automotive Technology	
(1st term)	\$1300.00
(2nd term)	\$1300.00
Tools & Toolbox	
Boots	\$250.00
Commercial Vehicle Operations	
Program Fee	\$600.00
Boots, Drug Screens & DOT Medical Physical Criminal Justice department	
Background Check fee CJU 204CJU 225 <sup>1</sup>	\$70.00
Elementary EDU-AS degree	
Educator Google Certification EDU 288	\$35.00
Substitute Teaching License - \$195	\$245.00
Cooperating Teacher- \$50 EDU 296	
Elementary EDU-BS	
Cooperating Teacher - \$50 ETS- MCEE Modules - \$35 (EDU 346)	\$85.00
Cooperating Teacher - \$100 Praxis II - (\$130 & \$156) - \$286 (EDU 396)	\$386.00
Praxis II & \$400 Cooperating Teacher (EDU 498)	\$800.00
Health, Physical Education and Recreation	
NFHS Fundamentals of Coaching Certification HPR 230	\$45.00
Heavy Equipment Operations	
Program Fee	\$600.00
Jacket, Boots, PPE	
Welding Technology	
(1st term)	\$500.00
(2nd term)	\$500.00
PPE (Hoods, Jackets, Boots, & Gloves) & certification fees	

<sup>1</sup> Students in the CJU degree program complete the background check in CJU 201 Introduction to Criminal Justice (or CJU 204 Traffic Law and Enforcement for transfer students).

Supplies required to complete course requirements will be available for purchase at the UTTC Bookstore. Students may also choose to purchase supplies at a vendor of choice also.

Tuition and fees are put in effect Fall 2023 semester. These costs are subject to change without notice.

## Fees Charged to Students in UTTC Managed Housing

Subject to change. Refer to the UTTC website for current rates.

Fee	Amount
Application Fee (Non-Refundable).	\$25.00
Solo Dorm (efficiency)	\$600 per month or \$3000 per semester



1-Bedroom	\$650 per month or \$3250 per semester
2-Bedroom	\$700 per month or \$3500 per semester
3-Bedroom without a garage	\$800 per month or \$4000 per semester
3-Bedroom with a garage	\$850 per month or \$4250 per semester
Kateri Hall (room)	\$400 per month
Touchstone Lodge	\$400 per month

## Dorms

### Meal Plan A:

- 19 meals/week
  - \$100 flex \$2684 plus rent \$900
  - **Total** \$3584 per semester (Fall/Spring)
- 19 meals/week
  - \$75 flex \$1291 plus rent \$450
  - **Total** \$1741 per semester (Summer)

### Meal Plan B:

- 14 meals/week
  - \$150 flex \$2054 plus rent \$900
  - **Total** \$2954 per semester (Fall/Spring)
- 14 meals/week
  - \$75 flex \$971 plus rent \$450
  - **Total** \$1421 per semester (Summer)

### Meal Plan C:

- 9 meals/week
  - \$200 flex \$1424 plus rent \$900
  - **Total** \$2324 per semester (Fall/Spring)
- 9 meals/week
  - \$100 flex \$676 plus rent \$450
  - **Total** \$1126 per semester (Summer)

## Other Financial Aid Information

Financial assistance may be given to students who are in a program that awards certificates, diplomas, associates, or bachelors degrees. Students who are not enrolled in a degree-seeking program may not be eligible for financial aid.

**Note:** Federal financial aid may be available for up to 30 credits of developmental coursework if the classes are prerequisites for the degree program selected by the student.

## Internship and Practicum

Some UTTC degree programs require students to participate in professional experience activities such as internship and practicum courses for credit. Students are responsible for all of the costs associated with these courses. Students may contact their Academic Advisor(s) and Financial Aid staff to see if any assistance is available.

## Withdrawal Policy

If a student officially withdraws from UTTC during the semester (period of enrollment), they may be subject to the cancellation, proration, return

or recalculation of all or part of their financial aid award, subject to the determination made by the Financial Aid Office and the funding agency. More information of the Return of Title IV funds can be found on the Financial Aid webpage.

Failure to attend any classes in a semester will result in the return of financial aid funding received for a student.

## Scholarships

The Financial Aid Office facilitates the disbursement of scholarships awarded to UTTC students. It is the student's responsibility to comply with scholarship eligibility requirements.

Athletic scholarships may be offered depending on availability of funds. Athletes must maintain full-time status and satisfactory academic progress, as determined by the conditions of their award.

## Transfer Students

Students transferring to UTTC from another institution of higher education shall have their financial aid eligibility evaluated before attending classes at UTTC. Academic entrance requirements, including the assessments of prior course credits completed, may affect the determination of financial aid. Students who are on probation or suspension status from another institution will have their Financial Aid under a probationary status at UTTC unless they submit a Financial Aid Satisfactory Academic Progress (SAP) appeal.

## Students & Military Service

A student not on active military service at the beginning of an academic term and who is called or ordered to active military service for fourteen (14) consecutive days or longer during the term shall have the right, at the student's option, to withdraw from classes. The following criteria apply:

- The student may withdraw from any or all classes in which the student is enrolled, even if after the established deadline for withdrawal.
- The student is entitled, subject to applicable laws or regulations governing federal, state or tribal financial aid programs, to a refund of tuition and fees.
- The student shall not receive credit or a grade for classes from which the student withdraws.
- A student in good standing at the time of exercising this right shall have the right to be re-admitted and re-enroll, without penalty or redetermination of admission eligibility, within one year following release from active military service.

## VA Benefits Chapter 31/33 Covered Individuals

Definition: A covered individual is any individual who is entitled to educational assistance under chapter 31, Vocational Rehabilitation and Employment, or chapter 33, Post-9/11 GI Bill™ benefits.

- UTTC permits any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 (a "certificate of eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' (VA) website - eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes) and ending on the earlier of the following dates:



- a. The date on which payment from VA is made to the institution.
- b. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.
- UTTC will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

## Financial Aid Disbursements

All financial aid received on behalf of the student is first applied to all eligible charges. Credit balances are refunded in accordance with federal regulations for handling of Title IV funds. Students are responsible for all expenses they incur while attending UTTC.

Financial aid is processed by the Financial Aid Office but Student Accounts is the office that actually processes the payments (disbursements) to students. The Student Accounts Office is located in the Finance Department in the Administration Building. Students pick up their checks in this office. The Financial Aid Office does not disburse funds to students.

## Satisfactory Academic Progress (SAP)

Federal regulations require that all students who receive financial aid must maintain satisfactory academic progress and work towards an eligible degree or certificate. In addition, federal regulations require students be on pace to complete their degree or certificate before reaching the 150% maximum time frame limit (see maximum time frame eligibility section at [uttc.edu/financial-aid/satisfactory-academic-progress/](http://uttc.edu/financial-aid/satisfactory-academic-progress/) (<http://uttc.edu/financial-aid/satisfactory-academic-progress/>)).

Grades are reviewed at the end of each term to determine if the student is meeting SAP for both the term and cumulatively. Failure to meet SAP may result in the loss of financial aid. Federal/State Regulations require students to achieve a minimum level of SAP. UTTC adheres to this policy and the following is an overview of the policy:

- The student must have a term GPA minimum of a 2.00 and maintain an overall career GPA minimum of a 2.00.
- Each semester the student must pass 67% of the credits that he/she is enrolled in for the term and maintain an overall career completion rate of 67%.
- The Department of Education mandates that a student has a maximum timeframe to complete their education program. Therefore, this policy adheres to the Maximum Time Frame requirement not to exceed 150% of the published length of the educational program. Information may be subject to change without notice due to changes in federal, state and/or institutional rules and regulations.

*\*\*\*Sec 484 (a)(2) - In order to receive Title IV (TIV) aid the student must be maintaining Satisfactory Academic Progress (SAP) in the program of study.*

For more information on Satisfactory Academic Progress, please visit the webpage at <https://uttc.edu/financial-aid/satisfactory-academic-progress/>

## SAP Levels

### Financial Aid Warning

Any student who fails to meet and maintain the term and career GPA minimum of a 2.0 and/or meet the term and career completion rate (pace

rate) standard which is 67% is automatically placed on Financial Aid Warning. The student will continue to receive federal financial aid for one semester/ payment period.

### Financial Aid Suspension

Any student that does not meet the minimum requirements for SAP at the end of the Financial Aid Warning semester will be ineligible for federal financial aid, institutional aid, and/or VA benefits until SAP standards are met. This means the student will not receive any federal financial aid the next semester and will have to find other means to continue his/her education. However, a student has the right to appeal the loss of financial aid eligibility if mitigating circumstances (events beyond the student's control) occurred during the preceding semester/payment period. The student will also be required to complete an academic plan with his/her advisor and return it along with an appeal before any federal aid can be reinstated.

A student must complete the Satisfactory Academic Progress Appeal form and attach the supporting documentation and submit it to the Financial Aid Office within 2 weeks of the SAP Suspension notice. Appeals received after the deadline can be automatically denied. The decisions of the Financial Aid Office are final and students will receive electronic communication to their UTTC email address regarding the outcome. A student who successfully appeals the loss of his/her financial aid termination will be placed on Financial Aid Warning for the following semester/payment period in order to retain financial aid.

### Federal Work Study Program (FWS) & Leadership through Experience (LTE)

To qualify for the Federal Work Study Program students must complete the Free Application for Federal Student Aid (FAFSA). Students must have a minimum GPA of a 2.0. This is a need-based program that will allow students to work part-time and earn money to help pay for their educational expenses while they are in school. Contact the Financial Aid Office for more details.