

## Financial Aid Disbursement Policy

### Federal Pell Grant Entitlement

Students are notified of their financial aid award via their award letter that will be sent to their GCC email. Federal Pell funds are calculated based on a student's enrollment at the time of disbursement.

The following chart can be used to determine a student's eligibility based on their enrollment status at the time of disbursement.

Federal Pell Grant Enrollment Status		
Enrollment Status		Eligibility
12+ credit hours	full-time	100%
9-11 credit hours	three-quarter time	75%
6-8 credit hours	half-time	50%
1-5 credit hours	less than half-time	25%

A student's EFC can affect their eligibility if they are enrolled in less than full-time status.

### Disbursement Start Date

Disbursements begin based on the side chart for each Semester.

A change in enrollment or an increase in aid eligibility may cause an over-award.

Term	Disbursement Start Date
Summer Semester	July 1 <sup>st</sup>
Fall Semester	October 12 <sup>th</sup>
Spring Semester	March 10 <sup>th</sup>

### Things To Keep In Mind

- Attendance must be verified in all courses.
- The Financial Aid Office cannot pay for classes that do not count toward your program of study. It is important to work with your Advisor to ensure the classes you are enrolled in are required.
- Withdrawing from courses may decrease your enrollment status and the amount of aid applied to your account.
- Refund checks are mailed to the student's address on file or through an authorized direct deposit. A student can login to MyGCC to review their current address on file. If a change of address is needed, please email the Admissions Office at [gcc.registrar@guamcc.edu](mailto:gcc.registrar@guamcc.edu).

### Calculating Refunds

If a student's financial aid eligibility exceeds the current balance for the term, the difference will be issued by check/direct deposit within two weeks of the Disbursement Date.



Example: Student A is enrolled in 12 credit hours at the time of disbursement. Student A was awarded \$3,048 for the semester. Based on full-time enrollment, \$3,048 is disbursed to the student's account. Student A's total charges are \$1,120. Student A's refund is \$1,928. (\$3,048 - \$1,120 = \$1,928).

## Contact Us!

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### What Can Federal Funds Be Used For?

Tuition and Fees	
Books and Supplies	Computer and Internet
Housing, utilities, and food	Educationally-related Insurance
Transportation: Gas, Public Transportation	Clinical Expenses
Childcare expenses while attending class	Tool Expenses



# Financial Aid Disbursement Policy & Procedure

## Financial Aid Office

### **Bookstore Charges**

All students that are eligible for a bookstore account will use their Deferment Letter to charge books and/or supplies at the bookstore.. Charges will be deducted from eligible financial aid.

### **Credit Balances/Refunds**

Adjustments to financial aid awards and to tuition, fees and bookstore charges may occur when a student fails to complete courses, withdraws, or a course is dropped. If credits from your Pell grant, federal, and state scholarships, grants, and private scholarships exceed the charges on your bill, a refund for the excess amount will be issued by the Business Office.

Any Title IV financial aid (Pell, SEOG) remaining after all tuition, fees, and book charges are assessed is disbursed to the student by check or direct deposit within 14 days of a credit balance on the student's account. Students may request direct deposit by submitting a form and documentation of bank account to the Business Office by their specified deadline. Students that have not requested direct deposit will be issued a paper check to the address on their Admissions records.

### **Federal Work-Study Payments**

Earnings from on-campus employment are paid following the GCC payroll schedule and are based on actual hours worked. These funds are paid directly to the student and not credited to the student account.

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