FINANCIAL ASSISTANCE OFFICE
Director: J.D. Robertson
Office Hours: Monday – Friday 8 a.m. – 5 p.m.
Phone: (435) 652-7575
Email: finaid@dixie.edu
Website: http://www.dixie.edu/financial

Dixie State College of Utah offers a comprehensive and varied program of financial aid. The purpose of the Financial Aid & Scholarships Office is to help eligible students bridge the gap between what they and their families can be expected to pay and what it will cost to attend Dixie State College. This section is divided into two parts: Financial Aid and Scholarships.

FINANCIAL AID
Financial aid is awarded on the basis of need and other eligibility criteria established by the U.S. Department of Education and other agencies at the state level. There is no discrimination based on race, color, religion, age, sex, national origin, pregnancy-related condition, handicap, or status as a veteran.

Guidelines for Financial Aid Applications

1. APPLY EARLY! Because of complex federal requirements, it can take four to six weeks to process an accurate application. Errors will delay your award. Campus-based funds are awarded to early applicants according to need. Once campus based limited funds have been awarded, applicants will be considered for Pell Grants and Federal Direct Student Loans only. Make sure you apply in time to meet financial aid deadlines.

2. Applying early will help you avoid unforeseen issues or allow those issues to be resolved in time to transfer funds to your account before the first day of the semester.

It is the student’s responsibility to ensure that your DSC account is paid in full by the posted deadlines for tuition, fees, and other payments. There is no guarantee that financial aid will cover the total balance of your account or that it will be available by the payment deadline.

3. Apply for admission. You will not be awarded any financial aid until you have completed the DSC admission process, including payment of the admission fee.

4. Check your Dmail. As soon as you apply, you are assigned a Dmail account. We will notify you through your Dmail account if you have unmet requirements. This is also where you will be notified of the amount of your financial aid award and any other important information you will need to know concerning financial aid. Information about accessing your Dmail account can be found in the Academic Advisement section of this catalog.

5. Be Aware of Privacy Restrictions. You must complete the DSC Release of Student Information form (FERPA) if you want your parents, spouse, or a third party to have access to your financial aid information. If this form is not completed, we will only communicate pertinent financial aid information with you (the student).

How to Apply for Financial Aid

1. Complete the FAFSA. Complete the Free Application for Federal Student Aid (FAFSA). Submit it to the Federal processor at least 8 weeks before the beginning of the semester you want to receive aid. Dixie State College’s institutional code is 003671. The FAFSA is available at http://www.fafsa.ed.gov.

2. Admission. Be certain that the Admission Office has a complete and current application for you. To be eligible for financial aid, your record must show:
   a. You are enrolled as a degree-seeking student.
   b. You are enrolled in an approved major. Contact Academic Advisement if you have questions.
   c. If you are age 18 or old or if your high school class has graduated, you must have one of the following:
      i. High school diploma.
      ii. High school diploma equivalent (GED).
      iii. Passing score on approved test available at DSC Testing Center.

3. Check your Student Services Online account (Login to Student Services at www.dixie.edu). Check and update your address and telephone contact information so we can contact you about your financial aid if needed.

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4. **Check your Dmail account.** Information regarding any additional documentation needed by Financial Aid Office requires to complete your file will be sent to your Dmail account. Submit required information as soon as possible. A delay in receiving the required documents will postpone disbursement of aid to your student account.

5. **Check your Student Services Online access account** Check your account 7 – 10 days after submitting your FAFSA. Thereafter, check your account every 2 – 3 days for award notification, revisions, and updates.

6. **Check your Dmail account.** Once the Financial Aid Office has reviewed your file, you will be notified of your award through your Dmail account. Check your Dmail account every 2 – 3 days.

### After You Have Been Awarded Financial Aid

1. **Reply.** Review grants and accept loans and work study awards online through your Student Services Online access account (Login to Student Services at www.dixie.edu).

2. **Register.** If you haven’t already done so, register for your classes. There are no financial aid adjustments for credit hours after the 3rd week of each semester. (See Financial Aid Credit Enrollment chart below). If you add a class after the third week – even if it is a block session course – the Pell Grant award cannot be adjusted to include the additional credits.

3. **Enrollment Requirements.** The number of credit hours in which you enroll each semester may affect the amount and types of aid you are eligible to receive. Students must seek a letter grade in each course they attempt for it to count toward their total financial aid hours.

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<thead>
<tr>
<th>Financial Aid</th>
<th>Required credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>12 or more credits</td>
</tr>
<tr>
<td>Three-quarter time</td>
<td>9 – 11.5 credits</td>
</tr>
<tr>
<td>Half-time</td>
<td>6 – 8.5 credits</td>
</tr>
<tr>
<td>Less than half-time</td>
<td>.5 – 5.5 credits</td>
</tr>
</tbody>
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4. If you are awarded a **Federal Direct Student Loan** (subsidized, unsubsidized, or PLUS) and you are a first-time borrower at Dixie State College, you must complete the Master Promissory Note (MPN). The information needed to complete your MPN will be sent to your Dmail account.

5. If you are awarded a **Federal Perkins Loan**, contact Hailey Orr (435) 652-7607 or orr@dixie.edu to schedule an appointment to complete your Perkins Loan promissory note.

6. If you are awarded **Work Study**, you need to fill out a Work Study job application and go to interviews on campus. The DSC Work Study application is available at http://www.dixie.edu/financial/employment/workapp.php. To assist you in finding employment on campus and being successful at your Work Study job, the Work Study Handbook is available at http://www.dixie.edu/financial/employment/employee.php.

7. **Receiving Excess Funds.** If you have remaining funds, after your tuition and all fees are paid, they will be deposited onto your Dixie One account. You should receive this card in the mail approximately 10 business days after you register for your classes.
SCHOLARSHIPS

The scholarship deadline is March 1st each year. To be considered for a scholarship, you must first be a Utah resident who has been admitted to DSC. Once you have completed the full admission process, you will automatically be considered for a scholarship. Application, admissions fee, high school transcripts, and ACT or SAT scores must be received by March 1st for scholarship consideration.

Dixie State College awards Academic Scholarships based on High School GPA & ACT scores. Students must submit ACT or SAT scores prior to the March 1 deadline to be considered for a scholarship.

Other placement tests, including the CPT/Accuplacer, are not accepted. Students are encouraged to take the ACT on one of six national testing days. The DSC Testing Center offers the ACT Residual Test. For information, dates, cost, and exclusions, go to testcenter@dixie.edu, or check the Testing Center section of this catalog.

Scholarship information, eligibility and deadlines can be found at: http://new.dixie.edu/financial/scholarships/index.php

Non-Resident Tuition Waivers & Scholarship Applications
Non-residents who wish to apply for a tuition waiver or scholarship must complete an additional application located at www.dixie.edu/financial/scholarships/nonresidents.php. Read the requirements of each scholarship/waiver and select the one(s) that fit your circumstances. In order to be considered, you must first be fully admitted to Dixie State College. Waivers are limited in number and students will be selected based on date of application and highest GPA first. All applications received after March 1st will be placed on a waiting list and awarded as funds become available.

Request for Academic Scholarship Deferment
Academic Scholarships may be deferred for up to five (5) semesters (not including summer semesters) with a written request. Deferment request forms are available at www.dixie.edu/financial/scholarships. Departmental Scholarships, Talent and Performing Arts Scholarships, Athletic Scholarships, and Endowment Scholarships are not deferrable and will require a new application upon return to Dixie State College. Students must be in “good standing” at the time of the deferment request by meeting the requirements for GPA and credit hours as set forth in the award letter.

Acceptable reasons for scholarship deferments include military service, church service, volunteer service, severe medical condition, and financial hardship. To have a deferred scholarship reinstated upon return to Dixie State College, contact Sue Perschon, Scholarship Coordinator, at sperschon@dixie.edu. Be sure to include your full name, DSC student ID number, and the semester you plan to return. Scholarship deferments will not be granted for attendance at another college or university. Students who leave Dixie State College to attend another institution forfeit their scholarships.