

## Financial Aid Policy for Accommodated Part-Time Status (APT)

A student may have a legitimate disability-related need which necessitates a reduced course load. A student whose disability warrants and who enrolls in 3-11 credits, can be determined eligible for full-time status under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

- I. A student must follow these procedures in order to request eligibility for full-time status.
  - a. A student must discuss reduced course load requirements with his/her academic advisor, the Learning Specialist, and the Financial Aid Office to determine the potential consequences on progress towards graduation, financial aid, billing, etc. This must be done **NO LATER THAN** the last day of the College's ADD/DROP period if the student needs to carry less than a full-time credit load the entire semester because of a disability.
  - b. A student must provide the Learning Specialist with the appropriate documentation regarding his /her disability that substantially limits one or more major life functions and that supports the reduced course load and full-time status adjustment.
  - c. The Learning Specialist must verify the need for the student to register for less than full-time course load.
  - d. The Learning Specialist will inform the student and appropriate offices of the APT status.
  - e. The appropriate offices (e.g., Registrar, Financial Aid, etc.) are responsible for making the necessary adjustment to appropriate records regarding the student eligibility for a reduce course load and full-time study.
  
- II. For financial aid purposes, the following policy applies to students who have an accommodated part-time status:
  - a. APT students are charged tuition and fees (comprehensive and technology) pro-rated based on full time of 15 credits, and financial aid is pro-rated based on the ratio of full-time to part-time costs. APT students living in campus residence halls are charged the same room, board, and as other campus residents.
  - b. PSC aid is pro-rated based on full time of 15 credits and is pro-rated based on the ratio of full-time to part-time costs.**
  - c. APT students are eligible to receive pro-rated NYS Tuition Assistance Program (TAP) payments provided they are enrolled in at least 3 **credit-bearing semester hours**.
  - d. In accordance with federal regulations, APT students who are Pell eligible will receive a pro-rated Pell Grant award. Federal SEOG grants may be pro-rated and awarded based on availability of funds. All students, including APT, must be enrolled for at least 6 credit hours in order to borrow federal student loans.
  - e. PSC will make exception to the College's Satisfactory Academic Progress (SAP) policy when a student's failure to meet the ASP requirements for federal and institutional financial aid renewal is due to "mitigating circumstances" which include disabilities
  - f. Student is eligible for any other benefits available to FT students that do not have significant costs associated with them (Dean's list, athletics, clubs, etc.)

Questions regarding the above policy should be directed to the Director of Financial Aid.

**Students should be aware that, as always, eligibility for financial aid depends upon satisfactory academic progress.**