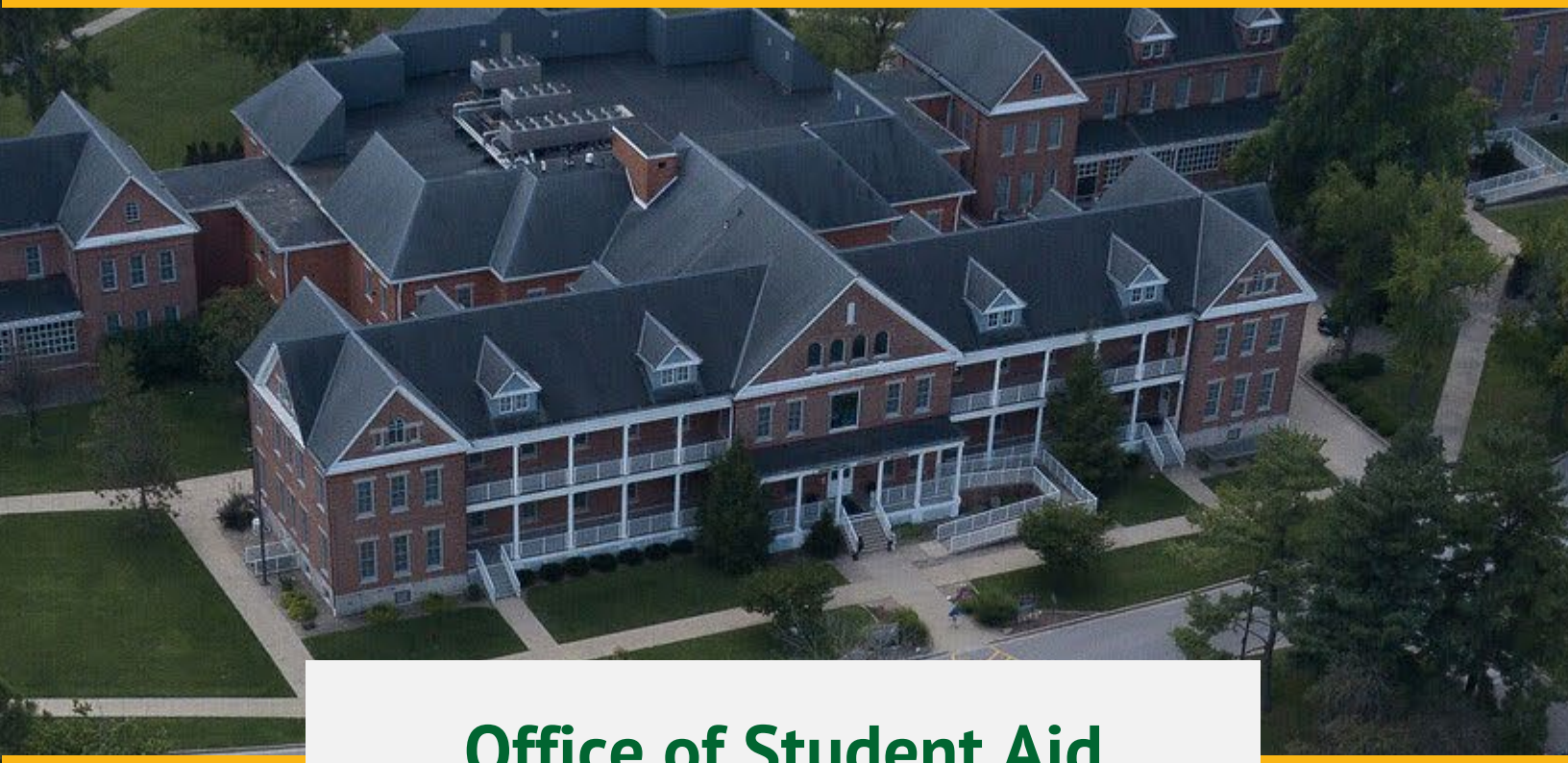
DANVILLE AREA COMMUNITY COLLEGE



Office of Student Aid

Student Information Handbook

UPDATED 2024

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FINANCIAL ASSISTANCE PROGRAMS

Financial assistance at Danville Area Community College is available as scholarships, grants, part-time employment, and loans to meet the students' financial needs. Financial need is generally considered the difference between one school year's educational expenses (tuition, books, room, board, commuting costs, etc.) as determined by an average student budget and the student's resources for the same period.

Student resources are expected to include assistance from parents, guardians, relatives, personal savings, other scholarships, grants, and personal earnings. Students are responsible for providing from their own and their family's resources as much of their educational expenses as possible.

Students may be paid financial aid only for courses required for their current Program of Study (Major); therefore, the student should work closely with their academic advisor to ensure proper enrollment each semester.

A student should be aware that Federal and State student aid have ***lifetime maximums***. The student is advised to work closely with their academic advisor at the beginning of each new semester to be sure that they are enrolled in their desired Program of Study and only taking coursework for this program a*nd* successfully completing the courses.

A student ***needs*** to access their DACC ***online account***, MyDACC, to view Award Notices, the Shopping Sheet, Billing information, other account activity, Semester Schedule, Grades, and Grade Transcripts. If you do not know how to access your account, contact the DACC Records office at 217-443-8800.

FINANCIAL AID PROCESSING

Students are required to complete the Free Application for Federal Student Aid (FAFSA) for financial aid. Processing a student's financial aid begins when the school receives the results of this application, in the form of an electronic student aid report from the Department of Education. Students may be selected for FAFSA verification by the Department of Education.

The financial aid office may request verification documents from students selected for FAFSA verification. Once verification documents are received, corrections may be made to a student's FAFSA. When the information on a student's FAFSA has been verified, the school will package and award eligible aid to the student. Once this has been done, the student's financial aid will be disbursed based on the normal disbursement schedule. Refunds to students are made each semester. These dates are posted on the DACC Web under "FA Important Dates".

You may request a review of your financial aid file if you or your family has unusual circumstances (i.e., loss of employment). Please contact the financial aid office of the college you plan to attend to request a review of your financial aid file.

In compliance with Federal Regulations, the Financial Aid Office must have received your correct, complete information by your last day of enrollment in the school year before awards or payment can be made.

DEFINITION OF AN ACADEMIC YEAR

The Danville Area Community College Academic Year for all financial aid programs is defined as one fall semester and one spring semester. The summer semester ends the academic year, but is not considered equal to the fall or spring semester, defining the academic year. Each semester (fall, spring, and summer) is considered a payment period for financial aid purposes. Financial aid payments are made to each eligible enrolled student at least once each semester. Payment may be made for the summer semester based on the student's Pell eligibility. Summer financial aid disbursements are made based on the same credit hour requirements as during the fall/spring semesters. In compliance with Federal regulations, students may receive financial aid at only one college or university during the *same* semester of enrollment.

STUDENT BUDGET SUMMARIES

The Cost of Attendance (COA) at a school includes Tuition, fees, books, and supplies. These costs are referred to as "Direct Costs". The COA also includes room/board, travel, and miscellaneous expenses. These costs are referred to as "Indirect Costs". The COA is what makes up a student's budget. It is calculated for a 9-month Award/School Year for Full-Time enrollment. There are various budgets at DACC based on the student's Program of Study and residency in terms of billing codes. Another factor is whether the student is considered Independent or Dependent as deemed by the results of the FAFSA.

Budgets are conservative but can be adjusted to address an individual student's situation. However, they cannot be used to manipulate the eligibility of any Federal and/or State student aid programs. Any requests by the student to have their budget reviewed must include documentation for the situation being stated. The student's financial aid "package" may not meet the COA. All student aid for which the student is deemed eligible will be awarded based on all eligibility criteria each award year.

An example of a budget for an In-District, Dependent Student pursuing an Associate in General Studies would be made of:

Tuition & Fees $4875.00, Room/Board $1800.00, Books $700.00, Travel $1228.00, and Miscellaneous $1575.00 for a total of $10,178.00. Assume the student is enrolled in 15 credit hours, is fully eligible for the Federal Pell Grant, has met the Illinois MAP processing deadline, and has a full MAP award. These two awards could equal $7009.00. The student's Direct Costs would be covered in full, but the indirect costs would not. However, the indirect costs are items that every student must address, even if not enrolled in college, and therefore can be addressed by the student, even if not covered by student aid.

CAMPUS-BASED FINANCIAL AID

Campus-Based Financial Aid refers to the Federal Supplemental Educational Opportunity Grant (FSEOG) and the Federal Work-Study Program (FWS). A certain sum of money is provided to Danville Area Community College each year through these programs, which must be disbursed to qualified students according to the

federal regulations governing the programs. The FSEOG grant may be awarded to students with the lowest Student Aid Index (SAI). Students can be awarded as files become complete on a *first-come, first-served basis.*

Federal Work-Study funds are used to place eligible student workers in part-time jobs, on the basis of the student's need, the jobs available, and the student's ability to perform the jobs that are available. Students apply for Federal Work-Study employment at the DACC Human Resources office online application at www.dacc.edu/hr, choose the *Student Employment* option. Contact Career Services for help at 217-443-8597.

STUDENT LOAN INFORMATION

Federal Direct Loan Program (DL). To be eligible to apply for any of the Title IV student loans, you must:

- Apply for financial aid using the FAFSA
- Have a completed student aid file on record
- Meet Satisfactory Academic Progress Standards
- Attend loan entrance counseling and sign a master promissory note
- Be enrolled in an eligible program (at least half-time status)
- Have *OFFICIAL* grade transcripts from *all previous colleges* submitted to DACC for evaluation
- Complete the DACC *Loan Request Form* (each award year or semester) before the end of the term for which the student is applying. Prior Federal Loans and Financial Aid History – If you currently have a Direct Loan and would like to check the interest rate, servicer information, and other financial aid history, go to studentaid.gov.
- Repayment begins six months after the student graduates, leaves school, or drops below half-time enrollment
- Loan disbursements are made in two checks (one per semester), released no earlier than thirty days after the beginning of the semester
- Yearly loan award limits are dictated by the Department of Education and are subject to change each year.
- Students must repay this debt regardless of completion of their education goals or securing a career in the field of study upon graduation.

HEA Sec. 479(A)(c), 34 CFR Section 668.202(e)(1) of the Federal Direct Loan (DL) Program provides that a school may refuse to certify a DL Stafford or Plus loan request or may reduce the borrower's determination of need for the loan if the reason for that action is documented and provided to the student in writing (provided the determination is made on a case-by-case basis). All previous student loan borrowing and total debt will be reviewed before certification of future loans.

FINANCIAL AID AWARDING/DISBURSEMENTS/REFUNDING

Students who have a completed Financial Aid file showing Federal financial aid eligibility will be allowed to charge direct costs applied in this order: tuition, fees, books, and supplies to Danville Area Community College up to the amount available. All direct charges not yet paid (tuition, mandatory fees, and other direct charges authorized by the students) are subtracted from the financial aid total, and, if applicable, a check for the balance (the proceeds) is delivered to the student.

FEDERAL PELL GRANT (and if applicable **FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)**

- Students may check their Self-Service for credit balances, disbursements, and refunds.
- **FEDERAL STUDENT LOANS**
  - As scheduled and processed meeting priority deadlines, the refund of proceeds is no earlier than 30 days after the beginning of a semester.
- **FEDERAL WORK-STUDY WAGES**
  - Twice a month per campus payroll schedule. All work-study wages are disbursed directly to the student.
- **ISAC ILMAP**
  - No cash disbursements made; the approved amount is credited to the student account and covers tuition and mandatory fees (up to the awarded amount per term).

OVER PAYMENTS/OVER AWARDS

Title IV aid overawards are strictly prohibited by federal regulations. Specific steps to correct such over-awards are outlined in the federal guidelines. When a student receives more Title IV funds than they should have received, it is the student's responsibility to repay the excess award, even if it was an error on the part of the school that caused the over-award. The money should be repaid by the student and forwarded to the federal program. A student is not allowed to receive any further federal financial aid until any overpayment or over-award is repaid by the student.

FEDERAL REFUND RULE

Return Of Title IV Funds

The Department of Education mandates that unearned federal financial aid funds be returned to specific programs if a student withdraws from a semester. The refund amount is determined by the days of the semester the student was **in attendance** versus the remaining days (after withdrawal) until the semester ends.

Students are notified by mail of their debt to the Department of Education. This debt must be paid promptly in order for the student to receive future financial aid.

Summary of the Return of Federal Title IV Funds Policy: The Treatment of Title IV Aid When a Student Withdraws (Requirements of 34 CFR 668.22)

The law specifies how your school must determine the amount of Title IV program assistance that you earn if you withdraw from school. The Title IV programs that are covered by this law are: Federal Pell Grants, Iraq and Afghanistan Service Grants, TEACH Grants, Direct Loans, Direct PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs), and Federal Perkins Loans.

Though your aid is posted to your account during each period, you earn the funds as you complete the period. If you withdraw during your payment period or period of enrollment (your school can define these for you and tell you which one applies), the amount of Title IV program assistance that you have earned up to that point is determined by a specific formula. If you received (or your school or parent received on your behalf) less

assistance than the amount that you earned, you may be able to receive those additional funds. If you received more assistance than you earned, the excess funds must be returned by the school and/or you.

The amount of assistance that you have earned is determined on a pro rata basis. For example, if you completed 30% of your payment period or period of enrollment, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the payment period or period of enrollment, you earn all the assistance that you were scheduled to receive for that period.

If you did not receive all of the funds that you earned, you may be due a post-withdrawal disbursement.

If your post-withdrawal disbursement includes loan funds, your school must get your permission before it can disburse them. You may decline some or all of the loan funds so that you don't incur additional debt. Your school may automatically use all or a portion of your post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with the school). The school needs your permission to use the post-withdrawal grant disbursement for all other school charges. If you do not give your permission (some schools ask for this when you enroll), you will be offered the funds. However, it may be in your best interest to allow the school to keep the funds to reduce your debt at the school.

If you receive (or your school or parent receives on your behalf) excess Title IV program funds that must be returned, your school must return a portion of the excess equal to the lesser of:

1. Your institutional charges multiplied by the unearned percentage of your funds, or
2. The entire amount of excess funds.

The school must return this amount even if it didn't keep this amount of your Title IV program funds. If your school is not required to return all of the excess funds, you must return the remaining amount. Any loan funds that you must return, you (or your parent for a Direct PLUS Loan) repay under the terms of the promissory note. That is, you make scheduled payments to the holder of the loan over time.

Any amount of unearned grant funds you must return is called an overpayment. The maximum amount of a grant overpayment you must repay is half of the grant funds you received or were scheduled to receive. You do not have to repay a grant overpayment if the original amount of the overpayment is $50 or less. You must make arrangements with your school or the Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when you withdraw are separate from any refund policy your school may have. Therefore, you may still owe funds to the school to cover unpaid institutional charges. Your school may also charge you for any Title IV program funds that the school was required to return. Please

review the school's refund policy. Also, it is suggested that you review the requirements and procedures for officially withdrawing from school listed above.

If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at www.studentaid.ed.gov.

FINANCIAL AID RIGHTS AND RESPONSIBILITIES

It is the student's responsibility to meet all requirements before attending classes under the financial aid programs. To be eligible for Title IV financial aid at DACC, you must:

- Be a U.S. citizen or an eligible noncitizen.
- Have a high school diploma or its recognized equivalent.
- Complete and file FAFSA.
- Submit required documents to the Office of Financial Aid.
- Enroll as a regular student in the required number of credit hours of eligible coursework in the regular curriculum.
- Meet the satisfactory academic progress standards of Danville Area Community College.
- Not have already received a baccalaureate degree (for Federal Pell, FSEOG, and ILMAP programs).
- Not be in default on any federal student loan.
- Do not owe a refund for any federal grants or ISAC gift aid.

It is the student's right to:

- Receive a fair and objective assessment of financial aid eligibility.
- Expect prompt and courteous personal service from Danville Area Community College staff. We are anxious to be of help. We want to hear from you if you have comments about our service.
- Ask Danville Area Community College staff to explain or reassess your financial aid if you feel we made a mistake or didn't have all the facts.

REAPPLY EARLY EACH YEAR!!!!

Find out about application procedures and deadlines. There are deadlines that must be met for ISAC ILMAP grants, FSEOG grants, most scholarships, and other aid.

- Provide correct information. If you purposely give false or misleading information, you will be reported for potential fraud. You will be denied further financial aid, and you could also be fined and receive a prison sentence.
- Read all of the correspondence and information about your financial aid provided to you before asking questions about things you might not understand.
- Progress satisfactorily towards the completion of your course of study. Use the *FREE* resources at DACC that can help you succeed.
- Let Danville Area Community College know if you receive any other scholarships, grants, employer tuition benefits, public aid educational benefits, or other financial aid for educational purposes.
- Keep your student financial aid file, with copies of all of the correspondence, applications, and notifications you have received regarding your financial aid. It is not the school's responsibility to keep your records for you.

Please ask questions about anything you do not understand.

- Know where and how to get help. The Federal Student Aid Information Center (1-800-433-3243) can be called for general information about financial aid. You may call about specific problems with your application or to request a duplicate or corrected Student Aid Report (SAR). Call 1-800-899-4722 to obtain information about Illinois grants and loans. Of course, you can always call the Danville Area Community College Financial Aid Staff.
- Know the Danville Area Community College Satisfactory Academic Progress standards and when and how financial aid is paid.
- Know that your file may be chosen for verification. This means you may be asked to prove that you gave correct information on your forms. You must provide any additional information requested. Failure to do so could result in the loss of your financial aid.

STANDARDS OF ACADEMIC PROGRESS (SAP) FOR FINANCIAL AID RECIPIENTS

The Danville Area Community College (DACC) Office of Financial Aid is required by federal regulation (HEA Subpart B, 34 CFR 668.16(e), Subpart C, CFR 668.32, 668.34, 668.42, 668.43) to monitor academic progress toward a degree or certificate. As a result, the Office of Financial Aid reviews the academic history of *all* attempted credit hours of *all* applicants before the awarding of Title IV Federal Student Aid and/or Illinois State Student Aid. These standards have components of a **Quantitative Measure** (the *Pace* at which the student must be completing their Program of Study) and a **Qualitative Measure** (the grades a student must obtain in their coursework), and are reviewed at stated intervals. At DACC, **SAP is reviewed at the end of each enrollment period.**

Academic progress is evaluated the first time a student is awarded student financial aid and at the end of each term. If during the semester, a student withdraws from a class, we will contact them and remind them of the SAP standards and ask that they review them again in the published College materials (*Student Handbook, College Catalog, and* the DACC's Financial Aid WEB page). This process may help the student remain in "good standing" with the Federal and State student financial aid programs criteria.

The Standards of Academic Progress (SAP) apply to the following programs:

Federal Title IV Programs: Pell Grant, Supplemental Educational Opportunity Grant, College Work-Study, Direct Loan Program, and the Direct Parent Loan for Undergraduate Students

Illinois Student Assistance Commission Programs: Monetary Award Program, Veterans' Grant, National Guard, and the MIA/POW Scholarship

Veteran's Educational Benefits: All Chapters and Post 9/11 Benefits

Completion Rate and Grade Point Average Requirement

The student is required to meet the standards listed below, or eligibility to receive student financial aid will be placed in a Financial Aid SAP **WARNING** status, a Financial Aid SAP **SUSPENSION** status, or a Financial Aid **SAP PROBATION** status.

To be in SAP "**GOOD STANDING,**" a student must meet the *minimum standards* each enrollment period by having a cumulative G.P.A. of 2.0, a success rate of 67% of all credits attempted, *and* complete their program of study within the published time frames formatted in credit hours.

PACE- MINIMUM CREDIT HOUR COMPLETION

Quantitative Measure

At the end of each enrollment period, SAP is reviewed. Cumulatively, a student must complete a minimum percentage of all credit hours attempted to *stay on pace* for completing their program *before* reaching the **maximum time frame** allowed. Attempted credit hours include any credit hours in which the student was enrolled after the refund period had passed.

If the student accepted Federal Title IV aid for days attended during the refund period but then totally withdrew from all credit hours, the student will be placed on SAP Suspension. Some students will have slightly different refund periods because of late-starting classes or classes that end early. Each semester's *refund period* is published on the DACC WEB page, in the Student News, or a student may contact the Registration Office for the dates or any questions concerning withdrawals.

Successful completion of a class is a letter grade of A, B, C, D. Un**successful completion of a class** is defined as Failure (F), Withdrawal (W), Incomplete (I), or Unsatisfactory (U). Remedial classes are graded as: passing "S" for satisfactory or "U" for unsatisfactory (which is considered not completing the coursework). The completion rate requirement applies to remedial classes. Note that remedial coursework does **not** *count* towards a GPA. *All* classes that are repeated (including grade "exclusions") are counted in the Quantitative (Pace) Measure.

Students who have attended other post-secondary institutions are required to have an official grade transcript from these schools on file in the DACC Records office. **Transfer credits** that are evaluated to apply *towards* their program of study at DACC will be included in the total credit hours attempted and earned as part of the quantitative measure (the Pace) of maximum time frame allowance.

Minimum Percentage - A student must complete **67%** of cumulative hours *attempted* to be on pace for completion of the program. The first time a student fails to complete the minimum percentage of credit hours required, they must be placed on financial aid **WARNING** for the next term of enrollment.

Total withdrawal (a "grade" of "W" posted to the transcript) or total failure (a grade of "F" posted to the transcript) will result in SUSPENSION. This includes the refund period if Title IV funds were accepted for the days in attendance (regardless if tuition and/or fee charges were canceled).

Minimum Grade Point Average (GPA) Requirement (Qualitative Measure) - The student is required to earn and maintain a 2.0 (C) Cumulative grade point average out of a possible 4.0 scale.

FINANCIAL AID (SAP) WARNING

A SAP Warning status occurs the first time a student fails to meet the minimum standard in any one of the components, except the maximum time frame. If a student is placed on SAP Warning, they will still be eligible to receive Student Financial Aid for *one more term* without appealing the circumstances.

Upon the end of the next period of enrollment, if the student meets the minimum standards, they will "automatically" be reinstated to SAP "Good Standing".

At the end of the student's next enrollment period, if they have *not* met the minimum standards, they will be in a SAP Suspension status. An Appeal of the circumstances would need to be submitted for any future *consideration* of using Title IV and/or State student aid at DACC.

FINANCIAL AID (SAP) SUSPENSION

Failure to complete the minimum cumulative standards of either component while on a SAP Warning will result in the SAP SUSPENSION of a student's future aid eligibility.

Total withdrawal (a "grade" of "W" posted to the transcript) or total failure (a grade of "F" posted to the transcript) will result in SAP SUSPENSION. This includes the refund period *if* **Title IV** was accepted for the days you were in attendance.

A student placed on SAP SUSPENSION is *NOT* eligible for future Federal and/or State student aid at DACC.

MAXIMUM HOURS ATTEMPTED

Cumulative Quantitative Measure

Time of Completion: Title IV and/or Illinois State Student Aid eligibility will be suspended if the student exceeds the 150% completion of the published program time frame for *all* cumulative credit hours attempted

(not earned). Remedial coursework credit hours attempted will be counted as part of the program of study timeframe. Students who require remedial coursework are limited to a maximum of thirty (30) credit hours of attempted remedial coursework. The student is advised to work with their academic advisor to *"stay on pace"* to complete their educational goal.

Students on SAP Suspension due to exceeding the maximum time frame (not remaining on pace in cumulative attempted hours) are no longer eligible for student aid funding. They may submit a personal letter (an Appeal) explaining and documenting why they did not stay on pace and complete their program of study within the published timeframe. The Appeal letter must be submitted *with* an academic plan for program completion, including total hours and semesters still required to complete the program. This plan is called a Degree Audit and *must* be prepared by the student's DACC academic advisor/counselor. The Appeals Committee will consider that remedial coursework *may* have extended the timeframe toward a completion date.

REINSTATEMENT OF AID ELIGIBILITY

Appeal Procedures

If the student feels there were circumstances beyond their control that affected their academic performance, they may appeal the SAP Suspension. An appeal is a *written statement* from the student *with* supporting documentation explaining your circumstances *and* your plans to be successful in future semesters. Other support documentation could include:

- A physician who can document that an illness or accident prevented the student from completing their studies *and* that the student is now able to successfully resume their studies.
- A physician/clergy/counselor who can verify that the death or life-threatening illness of an immediate family member prevented the student from completing their coursework, *and* the family circumstance is no longer applicable.
- An academic advisor/counselor or an employer, childcare provider, etc., who knows about circumstances beyond the student's control that prevented the completion of coursework, *and* these circumstances have been resolved.

FINANCIAL AID (SAP) PROBATION

If the student's Appeal decision is for reinstatement (approval), they will be placed on **SAP Probation** and be awarded from Title IV and/or State student aid programs for which they are eligible. A student should be aware that appeal approvals *may* have certain limitations and specific conditions that must be followed to continue using financial aid funding. An Academic Plan for Success (APS) may be mandated by the Appeals Committee. The APS would be prepared by the student's academic advisor/counselor (or other pertinent DACC staff), and the student would need to agree to the plan before further student aid would be awarded. The student must be successful with their APS each semester to continue receiving student aid for which they may be eligible (remain on Probation).

If the student's Appeal decision is denied, they may submit new appeals for future semesters. It is recommended that students with an SAP denial complete at a minimum six credit hours in their Program of Study at their own expense, *AND* can document they have met with their Academic Advisor for a Degree Audit and have met with Career Services staff for a Career Assessment session before they complete another appeal. The student would also want to include in the new Appeal information if they have used tutoring services, taken a Success in College course, or used any other DACC services offered to assist the student.

A student on SAP Probation who meets the minimum standards will "automatically" be placed into Good Standing status.

DEADLINES TO SUBMIT APPEALS

The deadline to submit an appeal is no later than one week *before* the semester the student wishes to attend and be reviewed for eligibility for student aid. If the student misses the appeal deadline, the appeal *WILL NOT* be considered for that semester. It is to the student's advantage to submit an Appeal immediately after being notified of their SAP status. SAP statuses are updated after a semester ends. Updated statuses and appeal deadlines are sent to students' DACC emails. The SAP status notices highlight the week before the term deadline.

Appeal decisions are sent via the student's DACC student email account and posted to their Self-Service portal. If a student is unclear of the meaning of the appeal response, they may visit the financial aid office for clarification of the Committee's decision. If the Appeal was denied, the student can contact the financial aid office for recommended steps a student may take to be eligible to submit new appeals for future semesters. The student is not privy to who serves on the Appeals Committee and will not have an opportunity to meet members in person or via email or phone communication. The Committee consists of faculty, staff, and administrative personnel.

THE DECISION OF THE APPEAL COMMITTEE IS FINAL

These requirements are mandated by federal regulations - satisfactory academic progress is the law. The SAP policy applies to all students, including first-time financial aid recipients. Past academic history (if any) at DACC is evaluated before financial *aid is awarded.*

Glossary of Terms

Standards of Academic Progress (SAP) - A federal requirement applied to all undergraduate students

Program of Study - The educational program the student has indicated they are pursuing at the College. It may be a Certificate, Associate's, or Transfer program (must be an eligible program per Federal guidelines).

Quantitative Measure - the Pace at which the student must be completing their Program of Study, which must be monitored for completion before the maximum time allotted for the program is reached

Time of Completion - the PACE: the Maximum time frame is 150% completion of the *published* program time frame. This calculation considers *all* cumulative credit hours attempted (not earned).

GOOD STANDING – a student is meeting the minimum standards each enrollment period

Minimum Standards - student has a *Cumulative* Grade Point Average (GPA) of 2.0 and is staying on pace with a success rate of completing 67% of all credit hours attempted, and is completing (on pace) their program within the published time frames, formatted in credit hours.

SAP SUSPENSION – student failed to meet minimum standard by total withdrawal in a semester and/or being on a warning status and/or reaching the maximum time frame for the Program of Study

SAP WARNING - first time a student fails to meet the minimum standard in any one of the components.

SAP PROBATION - The student has an approved Appeal for reinstatement of Title IV and/or State student aid for an additional term (unless an Academic Success Plan (APS) is being met)

Academic Plan for Success (APS) - prepared by the student's academic advisor/counselor (or other pertinent DACC staff), and the student would need to agree to the plan before further student aid would be awarded.

FINANCIAL AID OFFICE CONTACT

OFFICE Email: finaid@dacc.edu ALERT!!! Do NOT use your Social Security number in an e-mail correspondence; provide your DACC Student ID number.

OFFICE Phone Number: (217) 443-8891

OFFICE FAX Number: (217) 443-8268 NOTE: Provide your printed name, DACC Student ID number, and address on all correspondence for accurate access of records/documents.

OFFICE Mailing address: Danville Area Community College, 2000 E. Main St., Danville, IL 61832, ATTN: Student Fin. Aid Office

NOTE: Provide your printed name, DACC Student ID number, and address on all correspondence for accurate access of records/documents.