



UIW Office of Financial Assistance State Hardship Provisions Policy

Source Note: The provisions of this §21.127 adopted to be effective December 7, 2003, 28 TexReg 10757; amended to be effective August 16, 2004, 29 TexReg 7975; amended to be effective February 21, 2006, 31 TexReg 1024

All institutions providing state funds must establish a “Hardship Provisions Policy” to address special circumstances for students receiving State aid. UIW makes this standard applicable to state assistance programs for the purpose of maintaining a consistent policy for all students receiving state funded financial aid.

CURRENT STANDARDS FOR B-ON-TIME ELIGIBILITY

B_On_Time Loan: Must be enrolled on a full-time basis; must maintain a cumulative 2.5 GPA and complete 75% of the coursework attempted for each academic year

STATE IDENTIFIED HARDSHIP POLICY FOR B-ON-TIME LOAN

(a) In the event of a hardship or for other good cause, the Program Officer at an eligible institution may allow an otherwise eligible person to receive a B-On-Time loan while enrolled for an equivalent of less than full-time but at least six semester hours. Such conditions are not limited to, but include:

- (1) a showing of a severe illness or other debilitating condition that may affect the student's academic performance;
- (2) an indication that the student is responsible for the care of a sick, injured, or needy person and that the student's provision of care may affect his or her academic performance; or
- (3) the requirement of fewer than nine hours to complete one's degree plan.

(b) If the onset of a condition that constitutes a hardship should occur after a student has enrolled for a full-time course load, and the institution determines that the student is justified by his or her circumstances in **dropping to no fewer than six semester hours**, the institution may also make a determination that the dropped courses will not count against the 75 percent requirement described in §21.125(a)(2)(A) of this title (relating to Continued Eligibility for Loans), or toward the 150 hour maximum described in §21.125(b) of this title (relating to Continued Eligibility for Loans). Among the circumstances that the institution may take into consideration in making this determination is whether the student has dropped below full-time in other academic periods while receiving loans under this program.

CURRENT STANDARDS FOR TEG ELIGIBILITY

Texas Equalization Grant: Must be enrolled on a full-time basis; must complete 24 hours per year as an undergraduate (18 hours if a graduate student); and must maintain a 2.5 overall GPA

INSTITUTIONAL HARDSHIP POLICY FOR TEG FUNDS

(a) UIW may allow a student to receive TEG renewal without maintaining the required 2.5 GPA or completing the minimum 24 hours coursework under the following conditions:

- (1) documentation of a severe illness that affected the student's academic performance;
- (2) documentation that the student is responsible for the care of a sick, injured, or needy person that affected his or her academic performance; or
- (3) documentation of a debilitating condition (including non-physical health issues) that affected the student's academic performance;

(b) Students that want to be considered for renewal that currently are not eligible must complete the State **Non-Renewal Appeal Form**

REVIEW POLICY

At the end of each Academic Year (spring semester) the Office of Financial Assistance will review the progress of each state financial aid recipient. Student will be reviewed to ensure that they are meeting the state renewal criteria.

FINANCIAL AID TERMINATION

In the event the student does not meet the renewal requirements for state aid, he or she will not be eligible to receive the state aid until he or she returned to satisfactory academic progress.

CONDITIONS FOR REINSTATEMENT

Students whose eligibility for financial aid has been terminated may appeal the decision, in writing, to the Office of Financial Assistance using the **State Non-Renewal Appeal Form** if they believe that they had extenuating circumstances that led to their unsatisfactory progress. The Office of Financial Assistance will notify the student in writing of the decision.

A complete appeal must include a letter from the student documenting the extenuating circumstances (for example, personal illness or medical problems, etc.). This letter should provide a detailed explanation of the situation.

CONTACT INFORMATION

Any questions concerning the State Hardship Policy can be addressed with a representative of the Office of Financial Assistance. The Office of Financial Assistance offers walk-in counseling every weekday (Monday – Friday) from 10 a.m. until 5 p.m. in our office. Appointments are not necessary.

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