



January 24, 2019

FREE CITY DOCUMENTATION

Awarding and Payment of Stipend:

Awarding of stipend happens multiple times per semester.

Criteria

- Any student that has been deemed both eligible for the Free City College and California College Promise Grant (CCPG)

Please note: Students can apply for financial aid at any time during the aid year. An aid year is Fall, Spring, Summer. Sometimes this can cause a student previously awarded a Free City College waiver to switch to a stipend. If a student applies for CCPG three weeks into the semester they may have already had units paid for by Free City and now have to be switched and paid by CCPG.

Timing of a student applying for CCPG can affect stipend awarding. After the final stipend disbursement new awards are no longer going to be awarded. Also CCPG can be retroactively awarded. For example if a student waits until Summer to apply for and is awarded, CCPG (BOG) can be retroactively awarded for Fall and/or Spring and will not receive a stipend for a prior term.

Stipend is set up to disburse twice per semester, dates are determined by Financial Aid office at the beginning of the aid year. First date is set for payment is set after the last day to add/drop classes without a "W", and the second payment is disbursed after mid-terms.

There is one final disbursement date for reconciliation and to pay students that enrolled in late start classes. This date is set towards the end of the semester the first Monday following the final start date of late start classes.

- Reconciliation payment evaluates students that have dropped to 0 units and pulls back all funds
- Export reports and reviews for issues with disbursements, if fixes are needed they happen at this time
- Reviews enrollment and payments match accordingly as needed
- If a student drops all units and has 0 units all funds are pulled back for a total of \$0 disbursed