

PALO ALTO COLLEGE

STUDENT FINANCIAL SERVICES

Tuition and Fees

Palo Alto College reserves the right to change its tuition and fees in keeping with the decisions of the Board of Trustees of the Alamo Community College District, acts of the Texas Legislature, and official interpretations thereof.

All students are required to substantiate to the satisfaction of the College administration their entitlement to Texas residence classification in order for minimum tuition rates to apply (particularly Chapter 54, Texas Education Code). An Oath of Residency and acceptable documentation supporting the Texas residence declaration, such as Texas Driver's license and Texas Vehicle registration indicating at least one year's residence in Texas prior to registration, are required of all registrants. See semester class schedule for specifics or contact the Office of Admissions and Records.

Students qualifying as state residents for educational purposes pay the resident tuition rate. All other students are classified as non-residents and pay the appropriate tuition rates. It is the obligation of students whose residence status changes while enrolled at Palo Alto College to notify the Office of Admissions and Records of such changes immediately. Students failing to report residence data changes may be subject to disciplinary action.

Non-resident classifications remain in effect throughout the students' attendance at this college until written petitions for change have been approved. Written petitions or Palo Alto College Residence Questionnaires must be submitted to the Office of Admissions and Records ten calendar days prior to a semester's registration if residence classification changes are to be effected.

In-district students are those residing in Bexar County. All others are classified as out-of-district residents.

For most current tuition and fees

Permanent resident aliens or aliens having filed a declaration of intention to become a citizen with the proper federal immigration authorities have the same privilege of qualifying for resident tuition and fee status as have citizens of the United States.

Tuition Reimbursement

Under Section 54.0065 of the Texas Education Code, students graduating from a Texas public baccalaureate-granting university may be entitled to a partial tuition rebate if all of the following conditions are met:

1. They must have enrolled for the first time in an institution of higher education in the Fall 1997 semester or later;
2. They must have received a baccalaureate degree from a Texas public university;
3. They must have been a resident of Texas and entitled to pay resident tuition at all times while pursuing the degree; and
4. They must have *attempted* no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which they were graduated. Hours attempted include transfer credits, course credit earned exclusively by examination, courses that are dropped after the official census date, and for-credit developmental courses.

Students desiring to qualify for tuition rebates are responsible for enrolling only in courses that will qualify them for the rebates. Contact the Director of Admissions and Records for additional information.

Refund of Tuition

Students officially withdrawing from all courses at the institution will have their tuition and refundable fees returned according to the following schedule: (Please refer to the Academic Policies & Regulations section for the College withdrawal process.)

Fall and Spring Semesters

Prior to the semester's First Class Day	100%
During Class Days 1 through 15	70%
During Class Days 16 through 20	25%
After the 20th Class Days	None

Six-Week Summer Sessions	
Prior to the semester's First Class Day	100%
During Class Days 1 through 5	70%
During Class Days 6 through 7	25%
After the 6th Class Days	None

Summer Sessions and Flex Terms	
Prior to the semester's First Class Day	100%
During Class Days 1 through 8	70%
During Class Days 9 through 10	25%
After the 6th Class Days	None

Refunds for other non-standard-length courses shall be made based on the Refund of Tuition and Fees table provided by the Texas Higher Education Coordinating Board. Refunds are dependent on students having paid more than the minimum required tuition. All academic calendar days are considered for refund purposes, not only the days the student attends class. Refund checks will be prepared soon after the end of the refund period.

Non-credit Continuing Education Courses

All tuition refunds for noncredit continuing education classes that are cancelled due to low enrollment will be processed by the Continuing Education Department at 100%. For other drops, a full refund will be returned if a written or faxed request is received from the student prior to the first day of class. 80% of the tuition is refundable if a written request is received from the student prior to the second class period. After that time no exceptions will be made. Refund requests require approximately four to six weeks for processing.

Refundable Fees

Refundable Fees	
Audit Fee	\$10
Applied Music Fee	
Private lessons, one hour or two half-hour lessons per week, per semester	\$60
Private lessons, one hour or two half-hour lessons per week, per summer term	\$20
Class lessons, two lessons per week, per semester	\$20
Computer Use Fee	
Laboratory Fee	\$2 to \$24
Special Fee	\$8 to \$65
General Fee	
1-6 hours	\$80
7 or more hours	\$85
Summer or Flex term, per term	\$80
Laboratory Fees	\$2 to \$24
Professional Liability Insurance Fee	
Agribusiness Operations Technology, Distribution Logistics Technology, Environmental Technologies, Food Sciences & Technology, and Veterinary Technology students are charged a fee to provide for the personal protection of each students involved in clinical practices and training.	
Per semester	\$10
Per summer session	\$4

Radiology Badge Fee	
Veterinary Technology students are charged a film badge fee for radiation detection service when taking courses including clinical training in veterinary radiology and ultrasonography.	
Per semester	\$6
Per summer session	\$3
Registration Fees	
The Registration Fee is NOT refundable if ALL courses are dropped by the student prior to the official first class day of the semester or session.	
Fall and Spring Semester, per semester	\$10
Summer Sessions, per term	\$6
Special Fees	
Fees for defrayal of unusual supply or participation costs of certain courses (e.g., golf, photography, etc.)	varies
Student Insurance Fees	
Per Semester and Summer Term	\$4
Per Summer Term & Continuing Education Classes	\$1
International Student Insurance Fees	
Per Semester	\$61
Summer and Mini-Term	\$20

Refund checks will be prepared as soon as possible after the end of the refund period.

Refundable For Students on Financial Aid

Notice: Please see the Office of Student Financial Services if you officially withdraw from classes and received enough federal financial assistance to pay your tuition and fees. A student may be required to return all or part of the funds received.

Special Fees

Fees for the use of special supplies or for participation in certain courses vary. (e.g., piano, professional liability insurance, radiology badge, etc.).

Continuing Education Fee	
Community Service Courses	\$1.50 to \$3.50 per instructional hour
Apprenticeship Training (B.A.T.) Program	\$2.00 per instructional hour
Adult Vocational	\$2.10 to \$3.50 per instructional hour
Contract Courses	Current Policy (Instructor cost plus all direct costs and indirect costs divided by minimum number of students needed.)
Technology Based Courses	\$5.00 to \$20.00 per instructional hour

For all types of programs, other direct and/or indirect costs of a particular course may be prorated and added to the basic fee.

Non-Refundable Fees

Examination Fees (subject to change)	
Advanced Standing Examination Fee	\$30 per credit hour with \$90 minimum
CLEP (per test)	\$58

Career Tests	
Interpretive	\$5
Profile	\$3

Full Battery for Non-enrolled Person	\$50
Correspondence Exam	\$10
Fines for falsification of Information on Motor Vehicle Registration	\$10
Foreign Student Registration Processing fee	\$15

Installment Payment Plan	
Administrative Fee, per semester	\$25
Late Fee, per each late payment	\$10
Late Registration Fee	\$25
No tuition and fee reductions are made for any part of a term lost due to late registration. Students expecting to receive full credit for the semester's work must pay the full tuition charges from the beginning of the semester.	

Library Fines	
Books	\$.05 per day
Reserved Books	\$.03 per day

Parking Fines	
Parking Fines	\$4
Parking Fines if not paid in 10 days	\$10

Parking Permits	
Full Year	\$10
After January 1	\$5
Summer Term	\$2
Replacement or Second Car	\$3
Registration Receipt Copy Fee	\$2
Returned Check Fee	\$10
Schedule Change Fee (A schedule change fee will be charged for all classes and course changes not initiated by the College)	\$4

Transcript

All transcripts will be issued without charge.

Workshop Fees

A fee is charged for workshops organized for special groups which may or may not carry semester credit hours. The amount of the fee, which is in addition to required tuition, is announced at the time of the workshop.

Returned Checks

Immediate restitution of funds must be made when a check is returned by a bank for insufficient funds. In addition, a \$10 fee will be charged by the Alamo Community College District. The District will not accept another check from a person from whom a bad check has been received previously. NOTE: Stopping payment on tuition checks does not constitute an official withdrawal from the college. Official withdrawal must be processed at the office of Admissions and Records.

Biology, Chemistry, and Veterinary Technology Breakage Fee

Biology, chemistry, and veterinary technology students will pay a \$2 breakage fee. The fee is not refundable. In the event breakage of equipment exceeds \$2, the student will be required to pay the additional amount prior to receiving credit in the course.

A schedule change fee will be charged for all classes and course changes not initiated by the College.

Financial Aid and Eligibility

Scholarships, grants, loans, federal work-study, and on- and off-campus employment are available under certain conditions for students at Palo Alto College. It is the student's responsibility to inform the college

that he/she needs financial assistance, to provide the necessary information, and to establish his/her qualifications for assistance.

Students applying for financial aid are requested to complete and mail a Free Application for Federal Student Aid (FAFSA) to the Processor. After receiving the Student Aid Report (SAR) from the Processor, the student must submit the documents to the Financial Services Office. Students selected for verification as indicated by the SAR must submit their most current Federal Income Tax Report (IRS) and that of their parents, if applicable. Aid is awarded when financial need has been established and upon evidence of satisfactory academic progress. The financial aid package is determined by standard formulas and determined need.

Transfer students applying for financial aid must provide the Student Financial Services Office with a "Financial Aid Transcript" (not academic) from institutions previously attended.

Students may be considered for summer assistance provided that they submit a Student Aid Report and a Summer Application for Financial Aid to the Student Financial Services Office.

Financial Aid and Eligibility

Scholarships, grants, loans, and federal work-study employment are available for eligible students at Palo Alto College. It is the student's responsibility to inform the college that he/she needs financial assistance, to provide the necessary information, and to establish his/her qualifications for assistance.

Students applying for financial aid are requested to complete and mail a Free Application for Federal Student Aid (FAFSA) to the Processor. After receiving the Student Aid Report (SAR) from the Processor, the student must submit the documents to the Financial Services Office. Students selected for verification as indicated by the SAR must submit their most current Federal Income Tax Report (IRS) and that of their parents, if applicable. Aid is awarded when financial need has been established and upon evidence of satisfactory academic progress. The financial aid package is determined by standard formulas and determined need.

Students may be considered for summer assistance provided that they submit a Student Aid Report and a Summer Application for Financial Aid to the Student Financial Services Office. Transfer students for the summer are not eligible for financial assistance.

Financial Aid Eligibility

In general, a student is eligible for Federal, State, and Institutional aid if he or she meets the following requirements:

1. The student must have a high school diploma or a GED certificate. (Any exceptions must be approved by the Director of Student Financial Services)
2. The student is enrolled at least half-time as a regular student in an eligible program of study. (Less than half-time applies to Pell Grant only)
3. The student is a US citizen or an eligible non-citizen.
4. Financial need is demonstrated by the supporting documents required, and Federally approved budgets.
5. A transfer student must identify the previous college attended during the current academic year.
6. The student must demonstrate satisfactory progress in the course of study.
7. The student must be working toward a degree or certificate.
8. The student is not in default on the Perkins Student Loan (formerly NDSL), Stafford Student Loan (formerly GSL), PLUS or SLS Loan at any institution the student has attended.
9. The student does not owe a refund on a Federal Pell Grant or a Federal Supplemental Educational Opportunity Grant at any school attended.
10. The student must sign a statement of registration status with the Selective Service.
11. The student must sign a statement of educational purpose indicating that he or she will use the money only for expenses related to attending that institution.

For complete details on any item mentioned above, refer to the latest edition of "The Federal Student Financial Aid Handbook."

Satisfactory Progress

A student must maintain a satisfactory academic record in the course of study he or she is pursuing in order to be eligible for financial assistance. A satisfactory academic record is measured in three ways: quality, progress, and quantity. Quality refers to maintaining a cumulative 2.0 grade point average for students on financial aid. Progress means completing at least sixty five percent (65%) of all attempted hours while enrolled at Palo Alto College. The quantity measurement allows a maximum number of semester hours within the Alamo Community College District for an associate degree.

Application Deadlines

Deadlines for Filing Financial Aid Applications	
TERM	PRIORITY DATE
Fall Term	May 1
Spring Term	November 1
Summer Term	March 1

- Completed applications received by priority date will receive priority consideration of all available funds, subject to student's eligibility.
- Completed applications received after priority date will be processed according to eligibility and remaining funds.
- Applications received after the final date will be processed for future semesters only but not beyond that academic year. Separate summer application is required for consideration of summer awarding.

Financial Aid Policies

Federal, State, and Institutional Financial Aid Programs must adhere to various regulations and guidelines. The ACCD Student Financial Aid Council has developed certain policies that must be enforced by the Financial Services offices within the ACCD. These policies may be found in the ACCD Student Financial Aid Policies and Procedures Manual.

Student Financial Services for Continuing Education Courses

Tuition assistance is available for eligible individuals who wish to enroll in Continuing Education courses. The Texas Public Education Grant (TPEG) may be used for course tuition only and there is no reimbursement for pre-paid tuition bills. Financial aid will be awarded for up to 75-100% of course tuition, but not to exceed a total amount of \$800. The standard Free Application for Federal Student Aid (FAFSA) must be completed eight (8) weeks prior to registering for the class. When the Student Aid Report (SAR) is received, you must complete an application for the TPEG upon registering for the class. Awards will be based on determined eligibility and available state funding. Forms are available in the Student Financial Services office in the Administration Building. Training programs that exceed a total of 260 clock hours may not be eligible.

Grants

Federal Pell Grant.

Students enrolling in three hours or more may apply. The Federal Pell Grant federal legislation requires the use of cost of attendance in determining a student's grant award. The following criteria are used to determine the amount of the grant: (1) student eligibility index, (2) actual cost of tuition, and (3) number of hours enrolled. This means that the actual tuition and fees charged by the institution are added to room and board. The federal government has established a standard figure for room and board which is not applicable to dormitories or campus living quarters for students at Palo Alto College.

Federal Supplemental Education Opportunity Grant (FSEOG).

The purpose of the program is to provide Educational Opportunity Grants to students of exceptional financial need who would be unable to enter or remain in an institution of higher education. Students must apply through the Financial Aid Application process.

Texas Public Educational Grant (TPEG).

Provides assistance to students who have documented financial need. The program is funded from tuition payments to the College. Apply through the Financial Aid Application process.

Texas Grant Program.

Available to entering high school students who are Texas residents, completed an advanced high school curriculum defined by TEA, and will enroll at least on a 3/4 time basis in an undergraduate degree or certificate program. Students must apply through the Financial Aid Application, complete a Texas Grant Application, and submit a High School Transcript.

State Student Incentive Grant (SSIG).

Provides assistance to students who have shown documented financial need. It is a grant jointly funded by the state and college. Apply through the Financial Aid Application process.

Workstudy Program.

Federal workstudy positions are posted and referred by the Career Resource Center. FWS allocations, student eligibility, and awarding is determined by the Student Financial Services department.

Loans

There are several long- and short-term loan programs available at Palo Alto College. The amount students can borrow depends on individual needs. Repayment of the long-term loans begins six months after graduation or from the date of withdrawal. Short-term loans are reserved for the time of registration and must be repaid within 30 days. In order to receive this loan the student must complete the necessary application before the deadline dates.

Short Term - Emergency Loans:

These loans are only available for Fall & Spring terms and are required to be paid back by the borrower within 30 days of receipt of the loan. The Short Term Loans - Emergency Loan funds are limited and only reserved to assist with payment of tuition cost, not to exceed an average of \$600. Contact the Student Financial Services office for additional requirements, restrictions and availability of funds.

The Federal Family Educational Loan Program FFELP (Stafford Loans and Parent Loans to Undergraduate Students, PLUS):

Federal subsidized and unsubsidized Stafford Loans and PLUS are approved and certified by the college and the loan proceeds are made by a lender such as a bank, credit union, etc.

FFELP application deadlines:

Fall 2004 - November 1, 2004
Spring 2005 - April 1, 2005
Summer I & II 2005 - May 12, 2005

I. Requirements to apply for the FFELP (Stafford Loan & PLUS) at Palo Alto College (PAC):

1. 2004-05 FAFSA report (ISIR) must be on file in the PAC Student Financial Services (SFS) office. All required verification documents must be completed.
2. The applicant must be enrolled for a minimum of 6 credit hours to apply.
3. A Lender Selection Authorization Form (LSAF) must be completed and submitted to SFS. Additional loan eligibility requirements are listed in the LSAF. (The LSAF is only available at the PAC Student Financial Services office.)
4. Stafford Loans are **not** awarded to summer transfer students at Palo Alto College.

Note: Students who have a high student loan debt may not be approved.

II. Application Processing Steps: (Must allow 5 to 7 weeks for processing after the LSAF has been submitted.)**Step 1 - Complete the application (LSAF)**

Choose a lender. (A "lender list" is on the back of the guide.)

Step 2 - Palo Alto College "Award Notice"

The Financial Aid loan officer will determine loan eligibility. Your approved loan amount will be posted "online" at www.accd.edu. Click on PAC and then click on "Login to Student Service." You must "ACCEPT" or "DECLINE" the award. If your loan request is not approved, a denial letter will be mailed to your address.

Step 3 - Loan Guarantee

After your loan is approved and certified, your loan information will be transmitted to the Texas Guaranteed Student Loan Corporation (TGSCLC) for federal "guarantee."

Step 4 - The "Master Promissory Note"

The TGSCLC will notify your lender that your loan has been approved, school certified, and guaranteed. A Master Promissory Note (MPN) will be mailed directly to you with an instructional cover page and two copies of the MPN. If you are a previous Stafford Loan borrower and using the same lender for this loan, you will not receive a new MPN. Your current MPN is valid for 10 years.

Step 5 - Loan Disbursement

The lender will process your loan check after they have received the MPN from you. The check will then be

mailed to the school. Allow at least 10 working days from the time the check is sent by the lender to be released to you.

III. Two main types of FFELP Loans:

Federal Stafford Loans:

Subsidized:

The federal government pays the interest for you while you are in school at least half-time, during the grace period, and during authorized periods of deferment.

Unsubsidized:

The borrower/student is responsible for interest payments as soon as the loan funds are disbursed and while in school. You have the option to pay the interest payments as soon as the loan funds are disbursed and while in school. You have the option to pay the interest as it accrues or you may have interest "capitalized" which means the lender will add the accruing interest to the loan principle.

Note: "Unsubsidized" loans are not awarded to new students. New students must demonstrate academic progress before an unsubsidized loan will be considered.

Federal PLUS Loans:

Plus loans are for dependent students only. It helps the parents pay for the students educational expenses

IV. New first-time PAC borrowers: Pursuant to federal regulations:

All new borrowers must complete "Entrance Counseling" before the disbursement of the 1st loan check.

First-time, freshman borrowers are required to wait 30 days after the first official class day to receive the first loan check. (The student must have an alternative method of paying tuition, books, and other expenses prior to the first class day.)

V. Maximum Loan Limits per Academic Year for 2-year community college:

"Unsubsidized" Stafford Loans are not awarded to new students. New students must demonstrate academic progress before additional unsubsidized loan will be considered.

MAXIMUM LOAN LIMITS PER ACADEMIC YEAR FOR 2 YEAR COMMUNITY COLLEGE

(An entire academic year = Fall 2004 through Summer 2005: PAC students can only apply to borrow the annual Federal Stafford Loan limit as a freshman (grade level 1) or a sophomore (grade level 2). See loan awarding below.)

Unsubsidized Stafford Loans: If you feel that you have mitigating circumstances and can fully document your need for additional unsubsidized loan, you must submit a student loan appeal form along with your documentation. You will be notified of the decision by mail.

Student Status	Subsidized/Unsubsidized		Additional & Unsubsidized	Parent Loan
	*Freshman; Less than 30 college credits (Grade Level 1)	*Sophmore: 30 + college credits (Grade Level 2)		Cost of Education Less
Dependent	\$2,625.00	\$3,500.00	-0-	Aid up to Unmet Need
Independent	\$2,625.00	\$3,500.00	\$4,000.00	Student Status
*Grade Level: Determined by the total number of college credit hours earned toward Major Program of Study at Palo Alto College (Remedial and ESL courses are not counted.)				

VI. Loan Counseling:

Pursuant to federal regulations, all new PAC borrowers must complete "Entrance Counseling" before the release of the 1st loan proceeds.

All borrowers must complete an "Exit Interview" during the last semester of enrollment at PAC.

See the Student Financial Services office to schedule a session and for additional details.

Scholarships

Scholarships

Institutional and private scholarship information is available in the SFS office. Students can apply according to defined criteria and application deadlines. Applications for students not awarded are kept on file only for the current academic year.

ACCD Endowed Scholarship (E):

ACCD Scholarship Application is required. Major: all majors. Criteria & Description: 3.0 GPA; enroll for 6 or more hours; official high school or college transcript(s); financial need or academic merit. Deadline: April 1 and November 1. Amount: \$300-\$1,000 per year.

ACCD Foundation Scholars (F):

ACCD Scholarship Application is required. Major: all majors. Criteria & Description: 3.0 GPA; enroll for 12 hours per term; official transcript(s); 2 letters of recommendation; financial need; applications available at the College Student Financial Services Office. Deadline: April 1. Award: \$750 per term, maximum \$1,500 per year for two years.

Frank M. Tejada Memorial Scholarship (E):

ACCD Scholarship Application is required. Department: Committee. Major: All majors. Criteria & Description: Academic merit. Deadline: May 1. Amount: \$600 to \$1,000 per academic year.

Gambrinus Scholarship:

ACCD Application & FAFSA required. Major; all majors. Criteria & Description: GPA 2.5 — 3.0; enroll 12 hours per term; determined financial need; proof of enrollment in ACCD 2+2 Transfer Program or ACCD Joint Admissions Program pursuing a Bachelor degree. Deadline: August 1. Award: \$750 per semester.

Presidential Scholarship:

Presidential Scholarship V& FAIFSA required. Major; Education major. Criteria & Description: 3.0 GPA, at least 9 hours of enrollment, pursuing an Associate Degree, Certificate, or Transfer program. Deadline: July 15. Amount: \$1,000 per academic year.

San Antonio Livestock Exposition:

SALE Application is required. Majors: Agriculture, Agribusiness, Veterinary Technology, Hospitality, Allied Health, Nursing, or Pre-Medicine. Criteria & Description: U.S. citizen or permanent resident of the United States; high school graduate from Bexar, Atascosa, Bandera, Comal, Gillespie, Guadalupe, Kendall, Medina, Wilson, Frio, Karnes or Kerr counties; 2.0 GPA; enroll for 12 or 6 credit hours; 3 letters of recommendation, official high school or college transcripts. Deadline: March 15. Award: \$1,000.

San Antonio Education Partnership (P):

SAEP Eligibility Form is required. Major: All majors. Criteria & Description: Eligibility is determined at the high school level, based on attendance and grade point average (GPA), and must enroll for 12 hours per term in the next year after graduation from high school. Deadline: During or terms only. Amount: \$175 per semester, up to four semesters.

Trustee Scholarship:

Trustee Scholarship Application and FAFSA is required. Major; all Majors. Criteria & Description: 3.0 GPA, at least 9 hours of enrollment, pursuing an Associate Degree, Certificate, or Transfer Program. Deadline: July 15. Amount \$1,000 per academic year.

All scholarships require an application, specific criteria, and deadlines. Scholarship awards are subject to eligibility, academic progress, and funding. Inquire with Student Financial Services for additional information.

Veterans Under Federal Programs

A student planning to attend Palo Alto College under one of the public laws for veterans and their dependents must complete the required applications and documents and submit them to the Office of Veterans Affairs.

It is the student's responsibility to inform the VA office of any change in enrollment status.

A student enrolling under any of the various provisions for VA Educational Benefits should be prepared to pay the initial cost of tuition and fees. There is usually a period of four to six weeks before the student receives the first payment from the Department of Veterans Affairs.

To be considered a full-time student under one of these programs, a student must be enrolled for a minimum of 12 semester hours (for a degree program) during the fall or spring semester or the equivalent for a summer term. Consult a counselor for details as to what constitutes a full load for day and/or evening summer sessions.

A Palo Alto College student receiving VA educational benefits must maintain a 2.0 G.P.A. in all courses to satisfy VA Satisfactory Progress Standards.

The Office of Veterans Affairs can certify enrollment only if:

1. Transcripts from all colleges and universities are on file.
2. Courses fulfill degree requirements.
3. Courses were not previously completed.
4. Students are in good academic standing with a 2.0 minimum grade point average (G.P.A.).
5. Students are not on Enforced Scholastic Withdrawal status.
6. A degree plan is on file.
7. A Palo Alto College Course Selection Form signed by a counselor or a department advisor is on file at the Admissions Office for each enrollment period.

To confirm enrollment, students must provide Veterans Affairs with the green tuition receipt (marked Veterans Affairs) for each semester in order to request payment for that semester.

In order to ensure some timeliness in assistance, the above items (except for green receipt) should be submitted as early as possible. Please note that veterans are certified each semester. Therefore, participation in early registration is encouraged.

The Hazlewood Act

The Hazlewood Act (Article 2654 B-1) aids ex-veterans who have exhausted all of their VA education benefits. A legal resident of Texas is exempt from payment of tuition and certain required fees when the applicant meets ALL of the following conditions:

1. The applicant must have served during a national emergency.
2. The applicant must have resided in Texas one year prior to entering the service, and must have entered the service from Texas. Upon discharge from the service, the applicant must continue to reside in Texas.
3. The applicant must have served on active military duty (other than for training) for more than 180 days.
4. The applicant must apply for federal educational benefits such as the Pell Grant and the SEOG.

If the conditions listed above are met, the applicant must submit the following to the Veterans Affairs Office:

1. A letter from the Department of Veterans Affairs that the applicant has no further educational entitlement under the G.I. Bill.
2. A copy of the applicant's DD214.
3. A Student Aid Report for the academic year.
4. A certified copy of the Texas residency statement.

The applicant may enroll in noncredit courses if these conditions are met.

Senior Citizens Tuition Waiver

Colleges of the Alamo Community College District are authorized to allow persons 65 years of age or older to enroll for credit or to audit up to six hours of credit courses or various continuing education courses each semester or summer term without payment of tuition if space is available. In credit courses eligible persons will be admitted under this program after regular registration has closed on a space-available basis. In continuing education courses, space available is determined as of 12:00 noon the day the class is scheduled to begin. They will be required to pay all applicable fees other than tuition.

Student Financial Services

Palomino Center PC Room 113

Phone: (210) 921-5320



