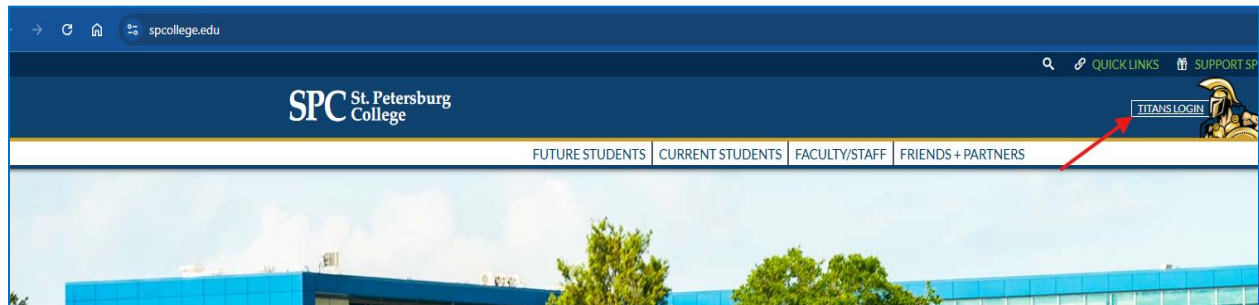## Completing your Conditions of Financial Assistance Agreement
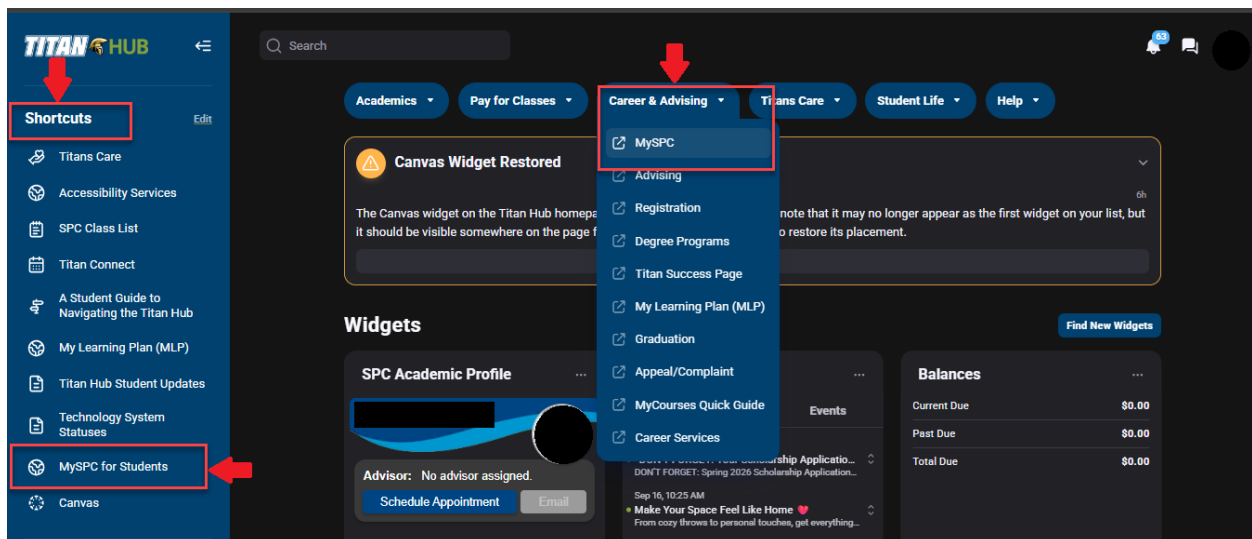
Step 1

Log in to Titan Hub by selecting *Titans Login*. Log in with your college email ending in @live.spcollege.edu and the associated password credentials.
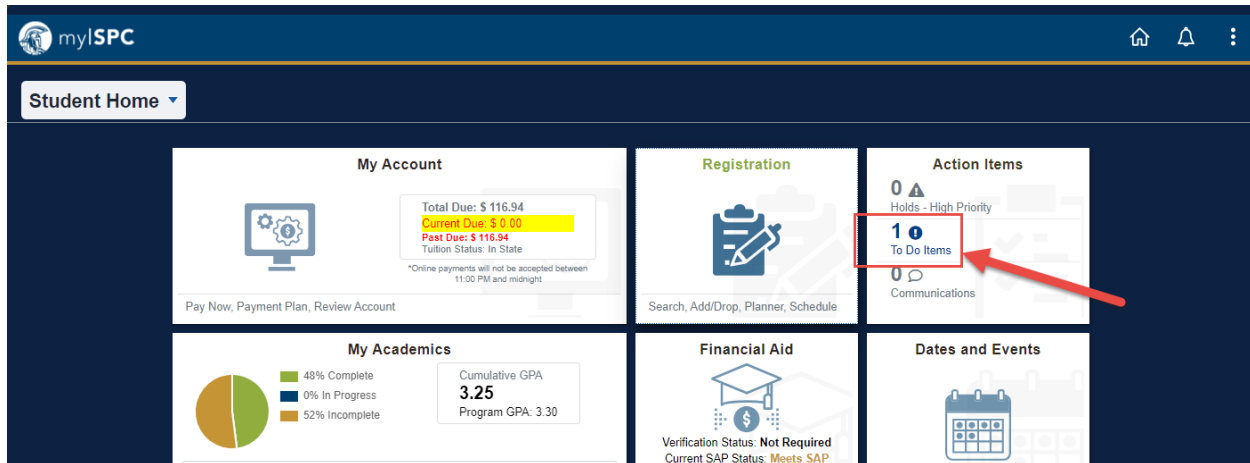

Step 2

Navigate to the MySPC portal either by selecting *MySPC for Students* in the Shortcuts section or by selecting the dropdown arrow under the Career & Advising category and selecting *MySPC*.
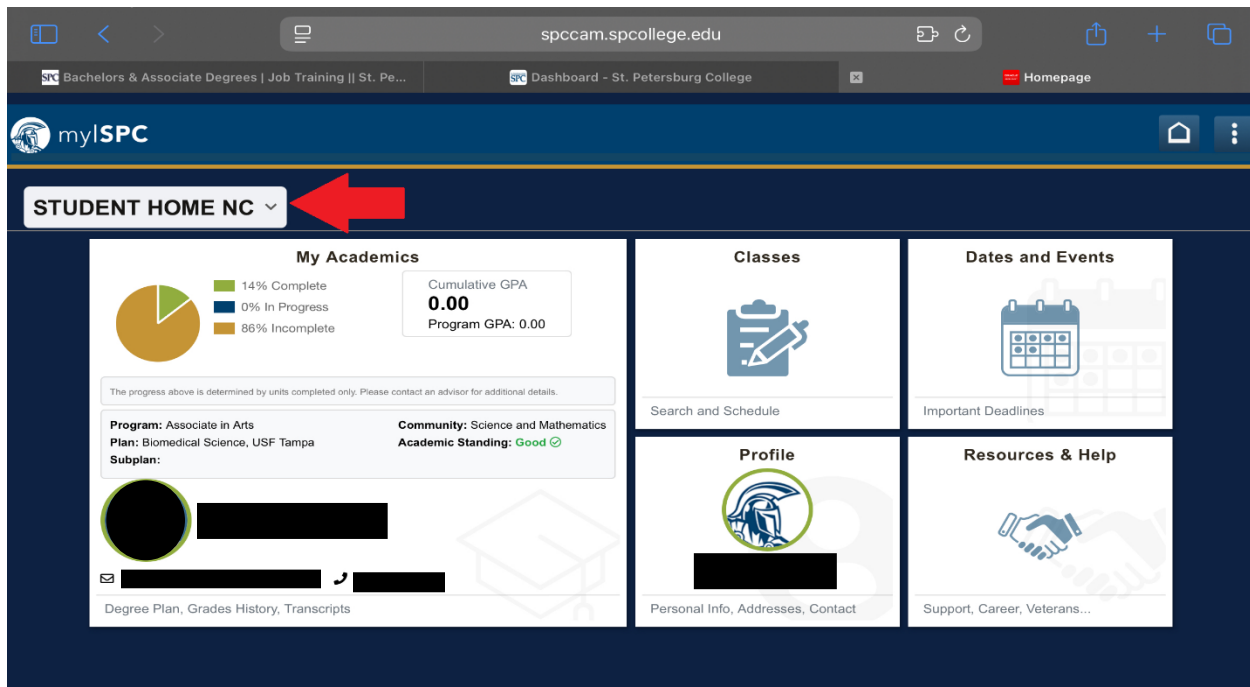
Step 3

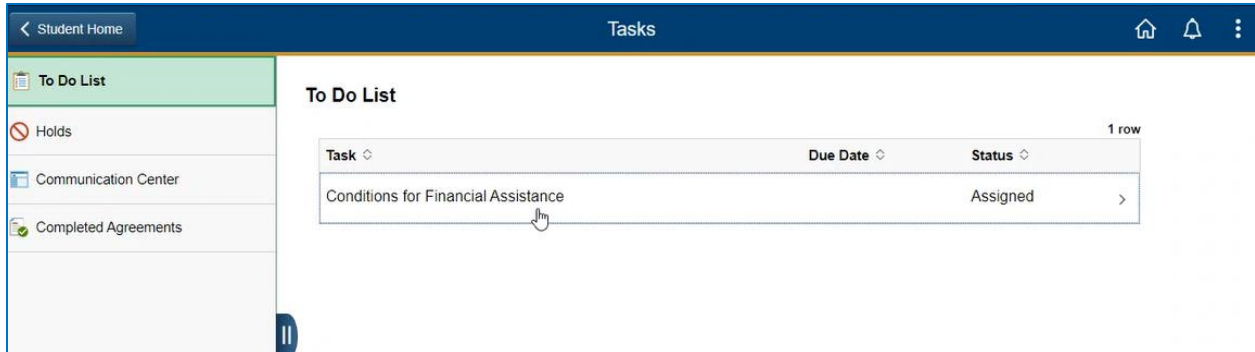In the *Action Items* tile, select **To Do Items**.

NOTE
If the MySPC portal displays "Student Home NC," check to see if the "Student Home" option is available by selecting the dropdown arrow. If no additional options appear, please contact Technical Support Center, as your profile security settings may need to be adjusted.
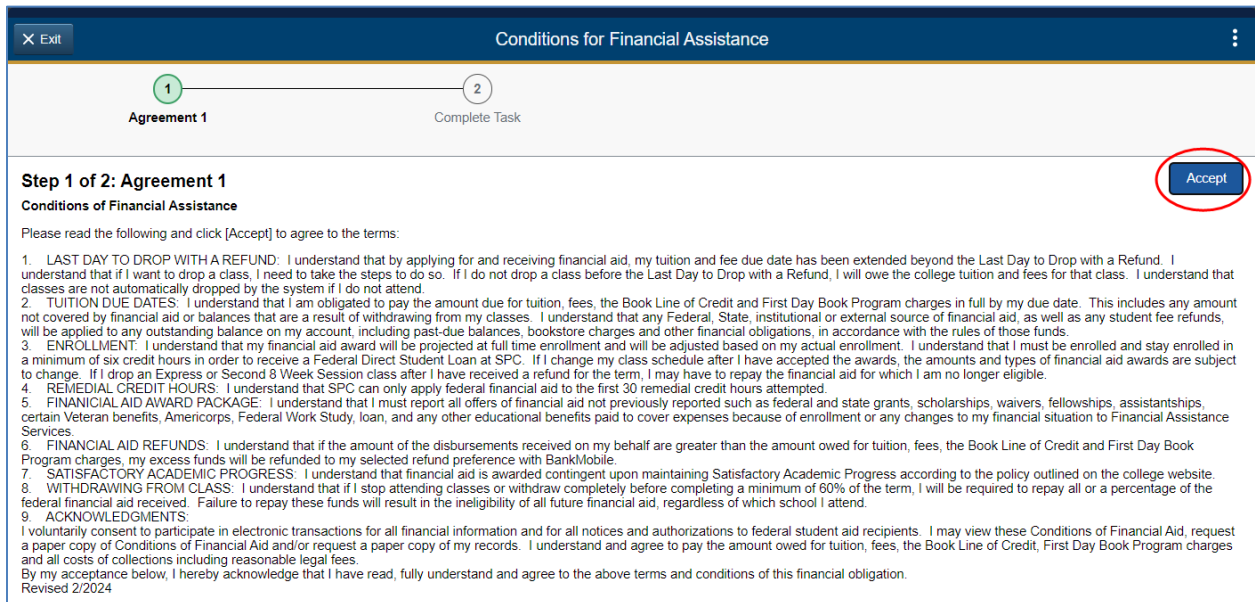
Step 4

Select **Conditions of Financial Assistance**.

Step 5

Carefully read the agreement. Select **Accept** to continue.
Once **Accept** is selected, **Next** becomes available.

Step 6
Select *Next* to continue.

1 — 2
Agreement 1   Complete Task

Next ›

Step 1 of 2: Agreement 1

Accept

Conditions of Financial Assistance

Please read the following and click [Accept] to agree to the terms:

1.   LAST DAY TO DROP WITH A REFUND: I understand that by applying for and receiving financial aid, my tuition and fee due date has been extended beyond the Last Day to Drop with a Refund. I understand that if I want to drop a class, I need to take the steps to do so. If I do not drop a class before the Last Day to Drop a Refund, I will owe the college tuition and fees for that class. I understand that classes are not automatically dropped by the system if I do not attend.

2.   TUITION DUE DATES: I understand that I am obligated to pay the amount due for tuition, fees, the Book Line of Credit and First Day Book Program charges in full by my due date. This includes any amount not covered by financial aid or balances that are a result of withdrawing from my classes. I understand that any Federal, State, institutional or external source of financial aid, as well as any student fee refunds, will be applied to any outstanding balance on my account, including past-due balances, bookstore charges and other financial obligations, in accordance with the rules of those funds.

3.   ENROLLMENT: I understand that my financial aid award will be projected at full time enrollment and will be adjusted based on my actual enrollment. I understand that I must be enrolled and stay enrolled in a minimum of six credit hours in order to receive a Federal Direct Student Loan at SPC. If I change my class schedule after I have accepted the awards, the amounts and types of financial aid awards are subject to change. If I drop an Express or Second 8 Week Session class after I have received a refund for the term, I may have to repay the financial aid for which I am no longer eligible.

4.   REMEDIAL CREDIT HOURS: I understand that SPC can only apply federal financial aid to the first 30 remedial credit hours attempted.

5.   FINANICIAL AID AWARD PACKAGE: I understand that I must report all offers of financial aid not previously reported such as federal and state grants, scholarships, waivers, fellowships, assistantships, certain Veteran benefits, Americorps, Federal Work Study, loan, and any other educational benefits paid to cover expenses because of enrollment or any changes to my financial situation to Financial Assistance Services.

6.   FINANCIAL AID REFUNDS: I understand that if the amount of the disbursements received on my behalf are greater than the amount owed for tuition, fees, the Book Line of Credit and First Day Book Program charges, my excess funds will be refunded to my selected refund preference with BankMobile.

7.   SATISFACTORY ACADEMIC PROGRESS: I understand that financial aid is awarded contingent upon maintaining Satisfactory Academic Progress according to the policy outlined on the college website.

8.   WITHDRAWING FROM CLASS: I understand that if I stop attending classes or withdraw completely before completing a minimum of 60% of the term, I will be required to repay all or a percentage of the federal financial aid received. Failure to repay these funds will result in the ineligibility of all future financial aid, regardless of which school I attend.

9.   ACKNOWLEDGMENTS:

I voluntarily consent to participate in electronic transactions for all financial information and for all notices and authorizations to federal student aid recipients. I may view these Conditions of Financial Aid, request a paper copy of Conditions of Financial Aid and/or request a paper copy of my records. I understand and agree to pay the amount owed for tuition, fees, the Book Line of Credit, First Day Book Program charges and all costs of collections including reasonable legal fees.

By my acceptance below, I hereby acknowledge that I have read, fully understand and agree to the above terms and conditions of this financial obligation.

Revised 2/2024

Agreement Date 02/19/2024

Step 7
Select *Submit* to submit your response.

1 — 2
Agreement 1   **Complete Task**

‹ Previous   Submit

Step 2 of 2: Complete Task

Click [Submit] to indicate that you are done.

Please note that if you do not click [Submit], the system will not know that this was completed.

Congratulations! Your Conditions of Financial Assistance agreement is now complete for this academic year and should no longer appear on your To Do list on MySPC.

To view a copy of your submission, select *Completed Agreements*.
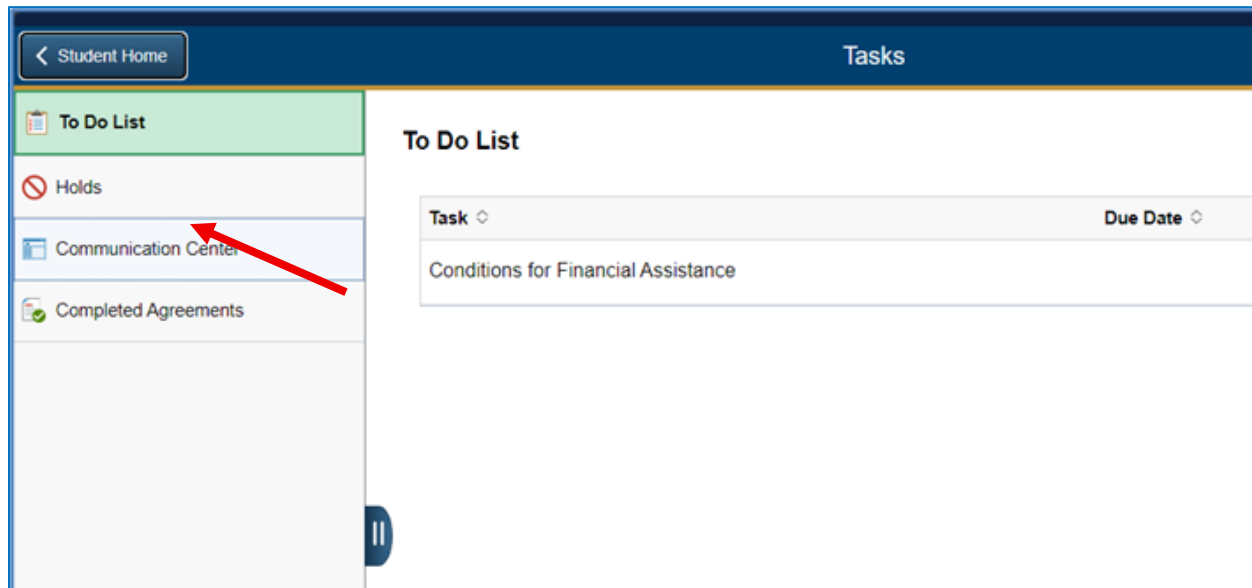
To view a copy of the Conditions of Financial Assistance without logging in to MySPC, go to spcollege.edu/financial-aid/receiving-financial-aid/conditions-of-financial-assistance.