Student Rights and Responsibilities

As a student, you have the right to know:

- What financial aid programs are available and how to apply for them;
- Procedures and deadlines for submitting application(s) for financial aid;
- Cost of attendance and how financial need is determined;
- The type and amount of assistance you will receive, and how and when you will be paid;
- That all application information is treated with the highest level of confidentiality;
- The eligibility criteria for awarding aid;
- The conditions of any loan you accept;
- The job description and starting pay rate for any student job you accept;
- How Academic Progress is determined;
- Requirements in the case of withdrawal, refunds, and repayment of financial aid;
- The contents of your financial aid file, in accordance with the Family Educational Rights and Privacy Act (FERPA) and request an appeal if you believe a mistake has been made;
- Your financial aid package will be reviewed upon your request if family and/or financial circumstances have changed;
- Campus security and crime statistics. Contact the Executive Director, Business Operations/Student Services

As a student, you have the responsibility to:

- Plan for your educational and living expenses;
- Submit all forms requested by the Financial Aid Office to complete the application process in a timely and accurate manner;
- Read, understand, and retain copies of all information and/or forms that are sent to you and all other documents you sign;
- Comply with the provisions of any aid received, as well as any promissory note(s) and all other agreements you sign;
- Notify Saint Luke’s College of Health Sciences of all additional resources you receive that are not listed on your award letter;
- Keep Saint Luke’s College of Health Sciences informed of any change of address, name or marital status while you are a student, and until all loans have been repaid in full;
• Use aid only for educational expenses related to attending Saint Luke’s College of Health Sciences;
• Maintain satisfactory progress;
• Register and attend classes for the number of hours required for your aid disbursement;
• Perform satisfactorily in any work assignments accepted through student employment programs