



Fashion Institute of Design & Merchandising

What I Need to Know!

**[Important Information about
Financial Aid and
FIDM's Student Financial Services]**

**Student Consumer Handbook
2023-24
Financial Aid Award Year**

Provisions of the Higher Education Amendments of 1976 require that effective July 1, 1997, each postsecondary Federal Financial Aid funding institution must provide certain student aid information to any enrolled or prospective student who requests such information.

Fashion Institute of Design & Merchandising, in compliance with Civil Rights Legislation, does not discriminate on the basis of race, national or ethnic origin, sexual orientation, age or disability in its educational programs, placement procedures or employment practices.

Other sources of information mentioned in this guide are the FIDM College Catalog, Student Orientation Guide and the FIDM Student Handbook & Planner. The FIDM College Catalog may be obtained from FIDM's Admissions Department; FIDM's Student Handbook & Planner is available from FIDM's Education Department.

Table of Contents

Letter of Introduction	4
<u>General Institutional Information</u>	
Student Rights and Responsibilities	5
General Institution Information	7
FIDM Campus SFS Office Information	8
Required Consumer Disclosures	9
<u>Aid Information</u>	
Aid Programs	12
Federal Aid Eligibility Requirements	13
Subsidized Assistance Programs	13
Unsubsidized Assistance Programs	14
Veterans Educational Benefits	14
Cal Grants (including Dream Act applicants) and other state grants	14
Federal College Work Study	16
<u>The Aid Process</u>	
Application and Required Forms	17
Application Process	18
Federal College Work Study (FWS)	18
Method and Frequency of Financial Aid Payments	20
Funds for Living Expenses and Payment Schedule	20
Terms and Conditions of Loans	20
Student Expense Budget and Cost of Attendance	21
Financial Aid Packaging and Petitions	22
Criteria for Continued Eligibility	23
Loan Proration	23
Borrower Based Academic Year (BBAY)	23
<u>Reference Information</u>	
Educational Program Lengths	24
Transfer Units	24
Dropping Classes	24
Leaves of Absence and Withdrawals	25
Satisfactory Progress Requirements	26
FIDM Institutional Refund & Return of Title IV Funds Policies	30
Department of Veterans Affairs Information	33
Internet Resources	34
Federal Loan Servicer Contact Information	36
Federal Stafford Loan Repayment Chart	37
Federal Perkins Loan Repayment Chart	38

The information contained within this handbook is subject to change without notice.

REVISED 12/1/2023

STUDENT FINANCIAL SERVICES

The Student Financial Services Department staff is pleased that you are pursuing your educational studies at FIDM. We are keenly aware that achieving educational excellence requires intellect, persistence, desire – as well as financial resources. Our department is here to help you to overcome the financial challenges you may encounter in the pursuit of your goals. Our goal in the Financial Services Department is to provide assistance to give you a financial “helping hand”.

This publication provides much of the information you’ll need to know about the way financial aid works at FIDM. Please take the time to review this document and get acquainted with the assistance process.

Please remember the Student Financial Services Department is here to help you achieve success in your education and in your career. Feel free to contact us whenever you have questions or need help.

Chris Jennings
Director of Financial Aid

Rose Sgroi
Director of Fiscal Operations

General Institution Information

Student Rights and Responsibilities

Rights

1. You have the right to know what financial aid programs are available at FIDM.
2. You have the right to know the deadline for submitting applications for each of the programs.
3. You have the right to know the method and frequency of financial aid payments, how financial aid will be distributed, how decisions on distributions are made, and the basis for the decisions.
4. You have the right to request to know how your financial aid eligibility is determined. This includes the cost for tuition and fees, room and board, travel expenses, books and supplies, personal and miscellaneous expenses.
5. You have the right to request to know what resources (such as parental contribution, other financial aid, your own assets, other educational benefits, etc.) were considered in the calculation of your need.
6. You have the right to request to know how much of your financial need, as determined by FIDM, has been met.
7. You have the right to request and receive an explanation of the various programs in your financial aid package, as well as the criteria for continued student eligibility under each program. If you feel your award is inappropriate you must contact your Financial Services Officer with documented information. All awards are subject to the availability of funds.
8. You have the right to know the refund policy at FIDM and how any Title IV aid funds you have received will be returned to the Department of Education if you do not complete your education at FIDM.
9. You have the right to know what portion of the financial aid you receive must be repaid, and what portion is grant aid. If you receive a loan, you have the right to know the terms and repayment requirements, including what the interest rate is, the total amount that must be repaid, the repayment procedures and the length of time you have to repay the loan and when repayment is to begin. You have a right to view sample loan payment schedules
10. You have the right to know the satisfactory progress requirements related to financial assistance payments, how FIDM determines whether you are making satisfactory progress, and what happens if you are not. You have the right to know how to re-establish aid eligibility after failure to meet institutional satisfactory progress standards.

Responsibilities

1. You must complete all application forms accurately and submit them on time to the proper place.
2. You must provide correct and accurate information. Intentional misreporting of information on financial aid application forms is a violation of law and may be considered a criminal offense which could result in indictment and prosecution under various federal laws.
3. You must return all additional documentation, verification, corrections and/or new information requested by either the Student Financial Services Office or the agency to which you submitted your application. The college, as a trustee of federal and state government funds, requires that financial need be carefully documented. Failure to provide requested documents may result in the loss of eligibility for various aid programs.
4. You are responsible for reading and understanding all forms that you are asked to sign, and you are responsible for keeping a copy of these forms for your future reference.
5. If your resources change, it is your responsibility to notify the Student Financial Services Office, whether your resources are less or more than you had originally reported.

Accreditation Organizations

FIDM is accredited by both the Western Association of Schools and Colleges, Senior College and University Commission (WASC) and the National Association of Schools of Art and Design (NASAD). Students may review letters of accreditation. Students seeking such a review should contact the college Vice President of Education.

Ability to Benefit

The college must be able to demonstrate to the Secretary of Education, upon request, that students admitted to the college can realize the potential for academic success. Applicants who are beyond the age of compulsory attendance and who have not graduated from high school must successfully complete the GED (General Educational Development) test to be admitted to the college. Additional information may be found in the College Catalog.

Academic Programs

Students may review the FIDM College Catalog and/or check with a Student Success Advisor for current information regarding the degree programs.

Physical Facilities & Equipment

Students should carefully review the most current FIDM College Catalog or Student Handbook & Planner for this information.

Students with Disabilities

FIDM does not discriminate on the basis of a student's disability. Information on accommodations for students with disabilities may be found in the Student Orientation Guide and the FIDM College Catalog, or by contacting the ADA 504 Compliance Coordinator.

Faculty and Other Instructional Personnel

Information about FIDM Faculty may be found in the FIDM College Catalog and FIDM Website. Students should consult with the appropriate department chairperson for updated information pertaining to instructors.

Student Financial Services Department Information

FIDM's Student Financial Services Department is comprised of two separate offices.

- The Financial Aid Office assists with the steps that need to be taken for students to obtain Federal and State aid and VA Education Benefits to help pay tuition and living expenses.
- The Fiscal Operations Office assists with business office functions such as private loans, financial clearance, and questions about student accounts at FIDM.

Student Financial Services Contact Information and Hours of Operation

Los Angeles Campus

919 So. Grand Avenue

Los Angeles, CA 90015

(213) 624-1200 x4210 or (800) 409-3436

Email:

financialaid@fidm.com for financial aid-related questions

fiscaloperations@fidm.com for fiscal operation-related questions

Office Hours: 8:00 - 5:00 Monday through Thursday; 8:00 – 4:00 Friday

Cashier Hours: 8:00 – 4:45 Monday through Thursday; 8:00 – 3:45 Friday

In addition, FIDM holds classes in the following location:

Hope Street Annex

800 South Hope Street

Los Angeles, CA 90017

Required Consumer Disclosures

College Information as reported to the U.S. Department of Education may be accessed at <http://nces.ed.gov/COLLEGENAVIGATOR/> . The site has a large amount of statistical information about expenses, financial aid, enrollment, admissions, retention rates and much more. The site allows consumers to compare information from different colleges. References to Consumer Disclosures can also be found on FIDM's website at <https://fidm.edu/en/about/policies+disclosures/consumer+disclosures/>.

Completion Rates

Completion rates are reported by July 1st of each year pursuant to the Student Right-to-Know Act. This information is available at the Student Financial Services and Student Success Departments.

Campus Security Information

Institutions are required to collect campus security data. The Security Report is made available annually every October 1st. Enrolled students receive a notification of the availability of the report.

Non-Discrimination/ Title IX Policy

Title IX of the Education Amendments of 1972 and its implementing regulations protect people from discrimination based on sex in education programs and activities operated by recipients of federal financial assistance. Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination and is prohibited by Title IX.

FIDM's Title IX Coordinator oversees the centralized review, investigation and resolution of reports of discrimination and sexual harassment. The Title IX Coordinator ensures the college's compliance and fulfillment of its obligations with regards to policies, procedures and relevant state and federal laws, inclusive of VAWA, the Clery Act, Campus SaVE Act, and California's SB 967 (Affirmative Consent).

Further information regarding Title IX and college policies are found in the Annual Security Report on FIDM.edu, ePortal/Faculty Channel, FIDM Portal, or contact the Title IX Coordinator.

Drug Free Environment

The campus policy related to the use of illegal controlled substances and the health risks associated with the same are made available in the FIDM College Catalog, Faculty channel on the ePortal, and the employee personnel handbook. A substance abuse prevention program, as well as counseling and/or referrals, is available through the Education Department.

Problem Resolution

Any questions or unresolved problems concerning the college, its faculty or staff should be forwarded in writing to the FIDM Vice President of Education at 919 South Grand Avenue, Los Angeles, CA 90015. Any further issues may be directed to the Bureau for Private Postsecondary Education at P.O. Box 980818, West Sacramento, CA 95798-0818, <http://www.bppe.ca.gov>, toll-free telephone number 888-370-7589 or by fax 916-263-1895.

Student Records Disclosure Information

All FIDM student records are kept private in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA). Schools are permitted to disclose education records without the students' consent in some circumstances, for example:

- When the student has violated a federal, state, or local law; or the school's policies governing substance abuse
- When the information is needed to protect the health or safety of the student or other individuals

- When there is a legitimate educational interest, student education records may be shared between departments within FIDM.

As of January 3, 2012 regulations also allow for disclosure of personally identifiable information (PII), without student or parent consent, where institutions have contracted with organizations to conduct studies or audits of the effectiveness of education programs.

Written consent from the student is required for release of records to outside parties, except for those agencies authorized by law. FIDM keeps a record of the disclosure and provides it upon request to students who wish to know if their parents or an outside party has been notified.

Under this Act, students may:

- review their own educational records
- challenge information (not including grades) they believe to be inaccurate, misleading or not in accord with their right to privacy
- contact the U.S. Department of Education if they feel that the FERPA policy is not being administered correctly
- Exercise limited right to refuse

Students are not entitled to review documents that are specifically the parent's (tax returns, for example).

Enrolled students receive a yearly notification of the availability of the information regarding their rights under FERPA. Questions about this policy should be directed to the Vice President of Education.

Health Information

The campus provides minor first-aid supplies, as well as information about non-FIDM student health insurance options, even though FIDM does not have a health office or a nurse's center. Students should see the receptionist for the specific location of the minor first aid supplies. FIDM does not require vaccinations of staff or students. Students needing information regarding vaccinations should contact a health care professional. Links to health insurance options are available on the FIDM Portal. Students may also see the Student Activities Office for non-FIDM health insurance brochures and other health information.

Constitution Day

Every year, FIDM holds an educational program to commemorate Constitution Day. The event is presented by the library and/or the Student Activities department. The event is held on September 17th (or the preceding or following week if the 17th falls during a school break, on a Saturday, Sunday or Holiday). The event is sometimes expanded into a week that includes the 17th. Events vary, but are designed to be engaging and informative.

File sharing at FIDM

File sharing of copyrighted works, such as commercial music and videos, is illegal. Students should review FIDM's *Student Technology Use Policy*, which can be found in FIDM's College Catalog. Additional information about student use of technology may be found in FIDM's Student Handbook & Planner, Faculty channel on the ePortal, and at the FIDM Student Portal.

Penalties for sharing copyrighted files

There are civil and criminal penalties for violation of federal copyright laws, which may be summarized as follows:

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil

copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, at its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

For more information, please see the website of the U.S. Copyright Office at <http://www.copyright.gov/help/faq/>.

How to avoid penalties

- *Do not use file sharing software*, (also known as peer-to-peer or p2p software) to download copyrighted media. You **MUST** have the copyright owner's permission or your download is illegal!
- Most programs that let you download songs and movies without payment share your computer's files to the Internet by default.
- Popular file sharing programs used to distribute and obtain media illegally include: DropBox, BitTorrent, Gnutella, Warez P2P and many others. While these sites are not illegal, they are used for illegal activities.
- *Use legal downloading or subscription streaming services*, such as Amazon, iTunes, YouTube, Netflix, to view media.
- *Do not share media you obtained legally*, except as the copyright holder permits (iTunes streaming, etc.). Most file sharing software, by default, finds, advertises and shares all music and movies on your computer regardless of whether you have the right to share/upload these files.
- *Protect your computer from malicious software*, by not installing file sharing software. While malware rarely installs file sharing software, that software is routinely exploited by criminals as provide a distribution channel for 'free' files that let them steal your information. Make sure you have obtained virus scanning and malware detection software above and beyond what Windows provides by default.

Laws Governing Illegal File sharing

- [Digital Millennium Copyright Act \(DMCA\)](#)

Aid Information

Aid Programs

Federal assistance programs available to FIDM students include the following:

- Federal Pell Grant
- Federal Supplement Educational Opportunity Grant
- Federal Work Study
- Federal Subsidized Direct Loan Program
- Federal Unsubsidized Direct Loan Program
- Federal Direct Parent PLUS loan
- Federal Direct Graduate PLUS loan

State of California aid programs available include:

- Cal Grant A-Entitlement and Competitive
- Cal Grant B-Entitlement and Competitive
- Cal Grant C
- Chafee Grant Program

Scholarship programs at FIDM:

Information about scholarships available to FIDM students may be found by contacting your Admissions or Student Success Advisor.

VA Educational Benefits programs include the following:

- Chapter 31— Veteran Readiness & Employment (VR&E)
- Chapter 33—Post 9/11 GI Bill® & Post 9/11 GI Bill® Yellow Ribbon Program
- Chapter 35—Survivors and Dependents Educational Assistance Program
- Chapter 1606— Montgomery GI Bill® Selected Reserve

Private Loan Programs (through lenders)

Private loans should be considered ONLY after exhausting all other sources of aid. Information about private loans and a list of lenders may be accessed at this link:

www.fastproducts.org/choice/FIDM

Federal Aid Eligibility Requirements

To be eligible for assistance from the Federal Pell, Federal Work Study, Federal SEOG, Federal Direct, Federal Direct Grad PLUS and Federal Direct Parent PLUS programs the student must:

- Be admitted as a regular student
- Be enrolled, or accepted for enrollment, in an eligible program on at least a half-time basis
- Meet citizenship requirements, or eligible non-citizen requirements
- Have a valid Social Security number
- Complete the Free Application for Federal Student Aid (FAFSA)
- Maintain satisfactory progress in their course of study
- Not be in default on any type of Federal Student Loan (Perkins, Stafford/Direct or PLUS loans, e.g.) received at any college
- Not owe a refund on a Federal Pell or Federal SEOG received at any college
- Complete required Loan Entrance counseling before federal loans can be disbursed

Aid from the Federal SEOG and Federal Work Study programs will be given on a “first come, first served” basis. Because funding is very limited, students who apply late or fail to provide documentation to substantiate need will not receive assistance from these programs.

Limits on Federal Aid Eligibility

Federal Pell Grant - The amount of Federal Pell Grant funds you may receive over your lifetime is limited by federal law to be the equivalent of six years of Pell Grant funding. If you have received Pell Grant funds for multiple years prior to coming to FIDM, your eligibility for Pell could be limited. For more information, click on this [link](#) to the [Federal Student Aid website](#), or contact the financial aid office at FIDM.

Subsidized Student Financial Assistance Programs

The following Federal aid programs require financial need (as calculated by federal methodology):

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant
- Federal Work Study
- Federal Direct Subsidized Student Loan

State of California programs which require financial need are:

- Cal Grant A-Entitlement and Competitive
- Cal Grant B-Entitlement and Competitive
- Cal Grant C
- Chafee Grant Program

Unsubsidized Student Financial Assistance Programs

Federal Direct Parent PLUS loans, Federal Direct Grad PLUS loans and Federal Direct Unsubsidized Loans are considered to be unsubsidized student financial assistance programs. The Free Application for Federal Student Aid (FAFSA) is required to determine eligibility. A student who has been awarded both subsidized and unsubsidized Direct loans cannot avoid verification by accepting only unsubsidized aid. Once verification is complete, the student and/or parent may refuse any type of aid.

Students may contact the Student Financial Office for additional information concerning aid programs.

Veterans Educational Benefits

For information regarding eligibility for any of the veterans educational programs offered at FIDM, please call the toll-free number **1-888- GI Bill® -1 (1-888-442-4551)** to speak with a Veterans Benefits Counselor or access the website <https://www.benefits.va.gov/gibill/>.

Students should refer to FIDM's Veterans Information Bulletin (VIB) for additional information regarding Veterans Educational Benefits. The VIB may be obtained at the Financial Aid Office and Student Veteran Center. The VIB may also be accessed at this link:

https://fidm.edu/wps/wcm/connect/8acffe804b850112a8afefa8b72031cf/Veterans-Bulletin-Packet.pdf?MOD=AJPERES&CONVERT_TO=url&CACHEID=8acffe804b850112a8afefa8b72031c

California and other State Grants

Cal Grants

Cal Grants are free money for college that the student does not have to pay back. There are three types of Cal Grants: A, B and C. The student can use their Cal Grant at any qualifying college in California. Depending on the Cal Grant the student receives, the money can be used to pay for tuition, fees, books, supplies, housing, food and transportation costs. All Cal Grant funds are disbursed directly to the student's account.

Basic Cal Grant Requirements

To be eligible for a Cal Grant, the student must:

- Submit a completed FAFSA and a verified Cal Grant GPA by the March 2nd deadline.
- Meet the California residency requirements
- Be a U.S. citizen or an eligible non-citizen*
- Have a Social Security number*
- Attend a qualifying California college
- Have financial need based on the college cost
- Have family income and assets below the established maximums (published yearly by the California Student Aid Commission)
- Meet minimum GPA requirements
- Be in a program leading to an undergraduate degree or certificate

- Be enrolled at least half time
- Meet current requirements for selective service.

Dream Act Applicants for Cal Grants

*Non-citizen students may be eligible for a Cal Grant via the California Dream Act. The California Dream Act Application must be submitted by the March 2 deadline. More information can be found at:

<https://dream.csac.ca.gov/>

To qualify for a Cal Grant through the California Dream Act (AB131), non-resident students, including undocumented students, must:

- Have attended a California high school for three or more full academic years between grades 9 through 12. They do not need to be consecutive years
- Have or will graduate from a California high school, attained a GED, or received a passing mark on the California High School Proficiency Exam (CHSPE)
- Register or be currently enrolled at an accredited institution of higher education in California
- Not hold a valid non-immigrant visa (F, J, H, L, A, B, E, etc.)
- Demonstrate financial need and meet all other program requirements
- In the case of students without legal immigration status, fill out an affidavit stating that they have filed or will file an application to legalize their immigration status as soon as they are eligible to do so
- Meet minimum GPA requirements.

Students attending FIDM with a Cal Grant who have a break in attendance must notify the California Student Aid Commission by going to WEBGRANTS for students at <https://mygrantinfo.csac.ca.gov/logon.asp> or by calling toll free 888-CA-GRANT (888-224-7268). Failure to report a Leave of Absence can result in the loss of your Cal Grant.

It is also important that you read all emails from the California Student Aid Commission. This is the primary way that the California Student Aid Commission communicates with Students. Failure to read emails can also result in the loss of Cal Grant eligibility.

California Chafee Grant Program

The California Chafee Grant Program gives grant funds to current or former foster youth to help pay for college or career and technical training. The grant does not have to be repaid and can be used to pay for things like child care, transportation and rent. The Chafee Grant Program is a federally funded program and is subject to yearly availability of federal funds.

Location and additional information about the California Chafee Grant Program (for foster youth)

California Student Aid Commission
 Specialized Programs Operations Branch - Chafee
 P.O. Box 419027
 Rancho Cordova, CA 95741-9027
<https://chafee.csac.ca.gov/>
 1-888-224-7268

For additional information about the California Grant Programs, you may contact:

California Student Aid Commission
Program Administration and Services Division
P.O. Box 419027
Rancho Cordova, CA 95741-9027
<https://www.csac.ca.gov/cal-grants>

Grant and Scholarship Resources for Out of State Students

Because state programs vary, student and school inquiries about LEAP and other grant, scholarship, and work-study assistance should be directed to the state higher education agency that administers the program in their state. You can find a list of state agencies online at the following website:

<http://www.collegescholarships.org/grants/state.htm>

In most instances, State Grants/Scholarships are usable only in the states in which they are awarded.

Federal College Work Study (FWS)

The Federal College Work Study program is a need-based program that provides employment assistance to eligible students working in FWS-approved positions.

As a college work-study recipient, the student has the responsibility of completing all necessary pre-employment forms.

Students accepting employment in the Federal College Work-Study Program are responsible for performing their work in a satisfactory manner. FWS employees must arrive at work on time and comply with reasonable employer requirements.

During periods of enrollment student FWS recipients should not work more than 20 hours per week.

Paychecks are issued to work-study recipients on the college's payroll schedule. Checks are made payable to the student only.

Federal College Work Study Awards

The amount of a Federal College Work Study (FWS) award is an estimate based on the student's anticipated earnings during an academic year. A FWS award cannot be applied toward a student's FIDM account. Actual FWS earnings will depend on the hours worked by the student.

The Aid Process

The aid application process can be completed with a minimum of difficulty if requested documents and/or forms are received in a timely manner. The college seeks to ensure the integrity of the application process and to direct limited funds to eligible students. The application process, including requests for additional documents, is intended to protect the interests of students, the government and the college.

Applications and Forms Required

All Financial Aid documents and applications can be obtained through guidance found on FIDM's Student Portal. Once the student has requested financial aid after meeting with their Admissions advisor, they may visit the My Documents section in the FIDM student portal and go to the Document Center section for detailed information. The FIDM Student Portal is found at <https://myportal.fidm.edu/cmcpportal>.

Students applying for assistance from the California aid programs or the Federal aid programs (Pell, SEOG, Work Study, and Direct Student and Parent PLUS Loans) must complete the Free Application for Federal Student Aid (FAFSA). The application can be accessed at <https://studentaid.gov/h/apply-for-aid/fafsa>.

To apply for a federal loan (Direct Subsidized and Unsubsidized and PLUS loans), visit the Direct Loan website at <https://studentaid.gov/understand-aid/types/loans>. This site will allow students, parents and endorsers to complete the steps for the loan application process, including:

- Master Promissory Note (MPN)
- Parent or Graduate PLUS loan request
- Endorsing a Parent or Graduate PLUS loan
- PLUS Loan Counseling

The student and parent borrower confirms the type and amount of their loans(s) on FIDM's Stafford or PLUS Authorization form. This form is accessed via the FIDM Student Portal as part of the financial aid documentation process.

Special Institutional Scholarships are provided on the basis of outstanding achievement as measured by the faculty. No additional application is needed.

Students are advised to carefully review aid applications for deadline dates and any special requirements/instructions.

Non-Citizen Eligibility Criteria

To be eligible for Federal aid programs, students must be either U.S. citizens or eligible non-citizens. Eligible non-citizens (e.g., Permanent Residents) may be asked to provide a copy of approved documentation to determine citizenship eligibility before any estimated financial aid is awarded at the college. If primary confirmation is not received through the Federal government, a secondary confirmation from the Bureau of Citizenship and Immigration Services (*US Department of Homeland Security*) will be required.

California resident students who do not qualify as eligible non-citizens for federal aid purposes may be eligible for a Cal Grant via the California Dream Act. The California Dream Act Application must be submitted by the March 2 deadline. More information can be found at: <https://dream.csac.ca.gov/>

Application Process

Applicants for financial aid are expected to furnish all documents and/or forms within 10 working days of the initial request. Certain aid funds may be awarded on a FIRST COME, FIRST SERVED BASIS. To find out what financial aid documents you still have to turn in, simply visit the finance section on the FIDM Student Portal and go to the Document Center section for detailed information.

Failure to respond to requests for information will prevent further processing of the aid application and can result in the loss of certain types of aid. Those types of aid can include Federal Direct Subsidized/Unsubsidized Loan, Federal Pell Grant, Federal SEOG, Federal Work Study and Federal Direct Parent and Graduate PLUS loan. In some cases, an applicant's Cal Grant may be affected.

All applicants with estimated aid eligibility will be notified by the Financial Services Department of their tentative aid package and what documents and/or forms are required to complete the application process. Should an application require correction, a representative from the Student Financial Services Department will notify the aid applicant regarding the effect on the amount of estimated aid. If the amount of estimated aid changes, the payment schedule will be revised to reflect the change, and may result in an increase or decrease in the amount of cash payments owed to the college.

An applicant wishing to appeal a decision by the college regarding requested documents must issue a letter to a Financial Services Supervisor explaining why the applicant cannot comply. The Supervisor's decision shall be final and will be communicated to the aid applicant within 10 working days.

Federal Work Study Procedures

The amount of a Federal College Work Study (FWS) award is an estimate based on the student's anticipated earnings during an academic year. A FWS award cannot be applied toward a student's tuition account. Actual FWS earnings will depend on the hours worked by the student.

To request federal work-study employment:

- The student who is interested in work at FIDM will log into FIDM's [Career Network](#)
- The posted FWS positions describe the job duties and specify the application requirements
- The student completes and submits the required documents
- The student's application is evaluated by the FWS Supervisor and a representative in the Financial Aid Department
- If the student is determined to be eligible for the position, the FWS Supervisor will contact the student to complete all required employment documents
- Once the employment documents have been received, evaluated and approved, the student may begin work
- Student workers must successfully meet the same requirements as for regular FIDM employees, including, at minimum, a background check and drug test. Students working off-campus may also need to complete additional requirements.

Students can only be employed on campus for positions that meet the federal requirements for a proprietary college which are limited to the following:

- They must provide student services.

- They must complement the student’s educational program or vocational goals to the maximum extent possible.
- They do not involve soliciting potential students to enroll at FIDM.

Community service-related positions are not required to furnish job skills that are directly related to the student’s educational goals. However, the positions must provide services that are designed to improve the quality of life for community residents or solve particular problems that are related to those residents’ needs. FIDM also has ongoing reading tutor positions in partnership with elementary schools in Los Angeles.

The college monitors student earnings each payroll period. If the earnings exceed the student’s need, work-study participation is terminated. Notifications are generated to the appropriate supervisor when a student is within approximately \$1000 of their remaining FWS eligibility. If the student extends their program beyond the period originally used to determine FWS eligibility, the student will be required to contact the financial aid office to recalculate their FWS eligibility

More information about FIDM’s Career Center can be found at:

<https://fidm.edu/en/student+life/careers+alumni/career+center/>

FWS Job Descriptions

FWS positions are required to have a job description that includes the following:

- The name and address of the student’s employer
- The purpose of the student’s job
- The student’s duties and responsibilities
- The job qualifications
- The job’s wages or range
- The length of the student’s employment
- The name of the student’s supervisor
- Clear definitions of how the position meets the FWS requirements
- Number of hours per week

A master copy of all Position Descriptions is maintained in the Financial Services Office.

Method and Frequency of Financial Aid Payments

Other than FWS wages, all financial aid will be credited to the student's tuition account. All forms of federal and state financial assistance are disbursed quarterly. Generally, private loans are disbursed quarterly, but in some cases may be disbursed in one disbursement. Institutional Scholarships are distributed in one or more disbursements depending on the provisions of the individual scholarship.

Students and parents who borrow federal loans will receive a notification of each disbursement from the school. If the student or parent borrower wishes to cancel all or a portion of a loan, he or she must inform staff in the Financial Services Department within 30 days of the date of the notification.

Requesting Funds to Help Pay for Living Expenses

A student may make a request for funds to help pay living expenses. The student will need to complete the Student Check Request form in the Student Financial Services Office. If the student does not take action to complete a check request, then a check for the amount of the living expenses will be sent to the current address on record. The check will be generated within 14 days of the creation of the credit balance or 14 days from the start of the quarter, whichever is later. Credit balances resulting from a Parent PLUS loan will be processed as designated on the PLUS Authorization form.

Payment Schedule and Tuition Overpayment

The Payment Schedule informs the student of the cash payments due on their FIDM student account each term. Aid recipients are advised to keep a copy of all notifications of assistance for their records. Please note that canceling or refusing awarded aid will affect the payment schedule, and may result in an increase in the amount of cash payments owed by the student to cover tuition charges.

The Payment Schedule can be viewed on FIDM's Student portal: My Finances -> Account Information -> Payment Schedule

A student whose aid and cash payments have overpaid the tuition attributed to a quarter should promptly see the Student Financial Services Office to request an overage that may be due them. Please note: an overpayment of tuition may not exist until **all** cash and financial aid funds have been credited to the tuition account and those credits exceed the attributed cost of tuition.

Terms and Conditions of Student Loans

Students should carefully review the promissory note for any loan which is accepted. The promissory note will give the borrower the legal requirements of the loan and deferment/cancellation provisions.

Terms and conditions of federal loan programs may be found at the U.S. Department of Education's website: <https://studentaid.gov/understand-aid/types/loans/interest-rates#rates>

Federal Direct Student Loan Repayment

Before leaving school, Direct Loan borrowers are required to complete Exit Loan Counseling to inform them of their rights and responsibilities. Questions regarding repayment of a Federal Direct Student Loan may be directed to the Assistant Director of Financial Aid Compliance: **Patricia Martinez** pmartinez@fidm.edu

Please review the loan repayment schedules provided on page 37.

Federal Perkins Loan Repayment

Questions regarding the repayment of a Federal Perkins Loan may be directed to the Perkins Loan Coordinator, Afioae Tuatagaloa in the Perkins Loan Department at extension 4265.

Please review the loan repayment schedules provided on pages 38-39.

A LOAN IS NOT A GIFT! IT MUST BE REPAID WITH INTEREST.

Student Expense Budget & Cost Of Attendance

The following budgets are used to construct the Cost of Attendance (COA) for each educational program. The COA defines the maximum aid a student may receive in an academic year.

The budget takes into consideration the following: Tuition and fees; Books, Course Materials, Supplies, and Equipment; Housing and Food; Transportation expenses; Personal and miscellaneous costs.

All figures with the exception of tuition/fees and books/materials/supplies/equipment costs are obtained from the California Student Aid Commission's annual Student Expenses and Resources Survey

Estimated standard costs for living expenses, transportation and miscellaneous personal expenses for a 9-month academic year are:

Budget Category	Student Living Off Campus	Student Living With Parents or Relatives
Living Expenses (Housing & Food)	\$19,431	\$10,125
Personal Expenses	\$4,428	\$3,609
Transportation	\$1,764	\$1,611
Loan Fees	\$91	\$91
Total Estimated Non-Educational Costs	\$25,714	\$15,436

The Budget numbers above apply specifically to the 2023-2024 Award Year and are here to give students an idea of their anticipated costs for attending FIDM during a 9-month period. These numbers are estimates and are used only to determine financial aid eligibility. They do not represent actual student expenses, as those will vary based on individual student expenses, including housing, meal costs, books, supplies, transportation, and other expenses.

Here is one example of the combined educational and non-educational components of the Cost of Attendance:

*2 year
Associate of
Arts*

Budget Category	Student Living Off Campus	Student Living With Parents or Relatives
Tuition	\$32,400	\$32,400
Fees	\$1,371	\$1,371
Books, course materials, supplies, and equipment	\$1,540	\$1,540
Living Expenses (Housing & Food)	\$19,431	\$10,125
Personal Expenses	\$4,428	\$3,609
Transportation	\$1,764	\$1,611
Loan Fees	\$91	\$91
Total Budget (COA)	\$61,025	\$50,747

Packaging Aid

Institutional Philosophy

FIDM believes the responsibility of meeting the cost of education rests primarily with the student and/or family (parents), and secondarily through financial assistance programs.

FIDM uses Federal Methodology to assess financial need (i.e., cost of attendance minus the federally calculated expected family contribution).

Tentative Package example:

Cost of Attendance*	\$61,025
Expected Family Contribution	\$ 999
Need	\$60,026

Aid Package

(\$6445 Pell; \$3500 Federal Direct subsidized loan; \$6000 Federal Direct unsubsidized loan)

Total Aid Package \$ 15,945
Remaining Need \$ 44,081

*This is one example of the total of tuition/fees, books/supplies, room/board, transportation, and personal and miscellaneous expenses for a 9-month period. All figures with the exception of tuition/fees and books/supplies costs are based on the California Student Expenses and Resources Survey (SEARS).

Aid Petitions

Students encountering expenses which make it difficult to pursue their educational studies should **immediately** contact a Financial Aid Officer or Student Success Advisor to request information about the possibility of additional aid funds.

Criteria for Continued Eligibility

Students must be enrolled and be making satisfactory progress in order to receive aid funds. Registration will be checked before aid funds are disbursed. Full-time enrollment at FIDM is considered to be a minimum of 12 units. Federal Pell and Cal Grant awards will be prorated for a student who originally registers full time and subsequently drops below full time enrollment. To maintain eligibility for Federal Loans, students must maintain at least half-time attendance. Please contact the Student Financial Services Department for specifics.

Students are responsible for reapplying for financial assistance on a timely basis. The federal financial aid award year begins each July 1st. The Free Application for Federal Student Aid (FAFSA) is made available to students beginning in October for the following financial aid year.

Students returning from a Leave of Absence must contact their Student Success Advisor prior to their return to determine if they need to reapply for aid.

Students meeting all program requirements will be deemed by the Student Financial Services Department as being eligible aid recipients.

Loan Proration

The Direct Subsidized and Unsubsidized loans for students in the final academic year of their undergraduate program will be prorated if the student completes the final academic year in fewer than 45 units, or if the remaining time in their program is less than one academic year.

Borrower-Based Academic Year (BBAY), and the effect on Student Loans

For purposes of financial aid, FIDM defines its academic year for all students as a 9-month 3-quarter Borrower-Based Academic Year (BBAY). The dates of a BBAY are specific to the student. The student's loan eligibility can be affected by the student's attendance and progression in his or her degree program. The total of all loans a student receives during a BBAY cannot exceed the annual loan limit for the student's grade level.

A student may receive more than one loan during a BBAY if:

- after receiving the first loan the student has loan eligibility remaining for that BBAY,
- the student progresses to a grade level with a higher annual loan limit, or
- the student's dependency status changes from dependent to independent during the academic year.

If your program is taking longer than you thought to complete, or if you have concerns about running out of financial resources or have an outstanding balance on your FIDM account, please contact FIDM's Student Financial Services and request to speak to a financial aid counselor to find out if you have additional Federal Direct loan eligibility.

Reference Information

Program Lengths

The current published program lengths for all FIDM programs:

All “Standard” (other than Professional Designation or Advanced Study) FIDM AA programs:	2 years
All Advanced Study AA Programs:	9 months
Professional Designation AA Programs:	
Apparel Industry Management Professional Designation:	15 months
Beauty Industry Merchandising & Marketing Professional Designation:	12 months
Digital Media Professional Designation:	18 months
Fashion Design Professional Designation:	15 months
Graphic Design Professional Designation:	15 months
Interior Design Professional Designation:	18 months
Merchandise Marketing Professional Designation:	12 months
Merchandise Product Development Professional Designation:	15 months
Digital Marketing Professional Designation:	15 months
Textile Design Professional Designation:	15 months
Visual Communications Professional Designation:	18 months
All Bachelor of Science Programs:	2 years
All Bachelor of Arts Programs except*	2 years
*Bachelor of Arts in Professional Studies Program:	1 year
Masters of Business Administration Program:	18 months

Transfer Units

Students who have received unit credit toward degree programs offered at the college should meet with their designated Student Advisor.

Adding & Dropping Classes

For classes that meet for the entire quarter, students have the first two weeks to add or drop a class. Charges for any dropped class(es) will be removed from the student’s tuition account and the class(es) will not appear on their transcript. After the drop period, Education Department approval is required to withdraw from a course which would result in a grade “W” on the transcript. Students will be charged full tuition and fees when they re-register. If the student has not been withdrawn from a course by the last day of week six, their final grade will be based on the points earned on all assignments accepted by the instructor throughout the quarter, and in many cases, that final grade may be an “F.” Students will have to re-register and pay tuition and fees for any courses they fail to complete. Students must acquire all required course materials before classes start. Books and supplies may be purchased at The FIDM Store or at thefidmstore.com.

Leaves of Absence and Withdrawing from All Classes

A student sometimes finds it necessary to leave school for a short period of time (Leave of Absence) or for a more extended period (Withdrawal). In either case, it is extremely important for the student to contact the Student Success Office at FIDM in order to accurately record your Leave of Absence or Withdrawal status.

Leaves of Absence

An Approved Leave of Absence occurs when a student leaves for a full quarter with the stated intention to return in the following quarter. An Unapproved Leave of Absence occurs when a student takes a leave during the quarter or takes more than one quarter off within a 12-month period. Requests for all Leaves of Absence must be submitted **in writing** to the Student Success Office prior to the leave. A request not so submitted to the Student Success Office is “not approved”.

Withdrawals

Withdrawals include withdrawing from all classes, academic dismissal, and academic disqualification and may be effectuated by the student’s notice or by the student’s conduct, including, but not necessarily limited to, a student’s lack of attendance or failure to meet financial obligations to the College. The date on which a student officially notifies the Student Success Office of their intent to withdraw will be used as the basis for calculating refunds and returns. In the absence of official notification of withdrawal, the withdrawal date will be the last date the College can determine that the student participated in academically related activity.

How Leaves of Absence and Withdrawals affect Refunds and Return to Title IV funds policies

The FIDM Institutional Refund (Refund) and Federal Return of Title IV Funds (Return) policies are required when a student withdraws from all classes (Withdraws) or takes an Unapproved Leave of Absence. The calculations are based on the student’s *date of withdrawal*.

- ***If a student provides official notification when they withdraw:***
 - **If the student withdraws during a quarter**, the withdrawal date is the date that the student submits the official withdrawal notification to FIDM, or otherwise notifies FIDM of their intent to withdraw
 - **If the student withdraws after a quarter**, the withdrawal date is the last date of the quarter
- ***If a student withdraws from all classes without providing official written notification:***
 - **If the student has at least one passing grade for the quarter**, the withdrawal date will be the last date of the quarter.
 - **If the student has no passing grades for the quarter**, the withdrawal date will be the last date of an academically related activity. Examples of academically related activities could include completing a quiz or test, or turning in a class assignment.
 - If no documentation of an academically related activity is available, the date of withdrawal will be the midpoint date of the quarter in which the student withdrew.

Reinstatement of Title IV funds when a Student returns from a Leave of Absence or Withdrawal

When a Student returns to school after a Leave of Absence or Withdrawal, eligibility for need based Financial Aid will be recalculated. Federal PLUS loans may require new determination of credit worthiness.

Satisfactory Academic Progress (SAP) Requirements

Students receiving federal financial aid or state financial aid and/or veterans benefits must maintain satisfactory academic progress (SAP) in accordance with FIDM's SAP policy. A student who does not meet SAP standards is subject to loss of financial aid. The standards for financial aid SAP are stricter than those for students who do not receive financial aid.

Financial Aid SAP Standards:

SAP is monitored periodically during the program of study. At each monitoring period, the student must meet SAP standards in two areas:

1. GPA
2. Pace

GPA: A student in an undergraduate program must maintain a minimum cumulative Grade Point Average of 2.0 on a 4.0 scale. A student in the Master's program must maintain a minimum Grade Point Average of 3.0 on a 4.0 scale. Additionally, students in the Master's program who do not earn a grade of at least "C-" in any class will be assigned a grade of "F" for that class, and the calculation of the quarter and cumulative GPA will include zero credits earned for the units of the class.

Pace: A student must successfully complete a minimum of 67% of the units attempted on a cumulative basis. For financial aid SAP purposes, "units attempted" are defined as units for classes for which the student has a grade at the completion of a quarter, with the exception of the classes Math Skills, Writing Skills and Financial Skills Workshop. Units for classes dropped prior to the deadline to drop in a quarter are not considered attempted, but units for a class with a grade of "W" are considered as units attempted. "Successfully completed" units are units for classes with grades of "A", "B", "C", "D" or "P". Units considered to be *not* successfully completed are units for classes with grades of "F" or "W". Units for classes with a grade of "I" can be either successful or not, depending on the eventual resolution of the incomplete.

Maximum Timeframe: A student must complete their program in no more than 150% of the published length of the program, as measured by Pace. For example, 150% of a 90-unit program is 135 units. A student must be able to successfully complete 90 units by the time they have attempted 135 units. At the point at which it is no longer mathematically possible to meet that requirement, the student will no longer meet minimum SAP standards.

Monitoring Period:

Except as noted* below, a student's financial aid SAP will be monitored once per 9-month academic year. To be in compliance with SAP standards, the student must meet both components of SAP at the point of monitoring, meaning the student must: 1) Have successfully completed at least 67% of the units they have attempted and 2) Have a cumulative GPA of at least 2.0. A student who is not meeting both of these standards is subject to SAP disciplinary action.

See the chart below for examples of monitoring periods for some programs.

Program Description	Program units	SAP Monitoring point
3 quarter PD or Advanced AA	45	at the end of every quarter of attendance

3 quarter Advanced AA	48	at the end of every quarter of attendance
1 year Bachelor	46	at the end of every quarter of attendance
2 year AA	90	at the end of every three quarters of attendance
2 year Bachelor	91	at the end of every three quarters of attendance
5 quarter Masters	61	at the end of every two quarters of attendance
5 quarter PD	72	at the end of every three quarters of attendance
5 quarter PD	60	at the end of every three quarters of attendance
4 quarter PD	66	at the end of every three quarters of attendance
4 quarter PD	60	at the end of every three quarters of attendance
4 quarter PD	57	at the end of every three quarters of attendance
4 quarter PD	54	at the end of every three quarters of attendance
4 quarter PD	51	at the end of every three quarters of attendance

* *Exception for students enrolled in the Master's program.* A student's financial aid SAP will be monitored at the completion of two quarters of attendance.

* *Exception for students enrolled in a 3 quarter Professional Designation, Advanced AA or Bachelor program.* The SAP for students in a program of study of three quarters or less will be monitored on a quarterly basis. If a student in one of these programs fails to meet SAP standards, they will be placed on "Financial Aid Warning" status. A student in "Warning" status may receive financial aid for one additional quarter. If the student fails to meet SAP standards in that additional quarter, they are subject to SAP disciplinary actions as described below.

SAP Disciplinary Actions:

A student who has not met all of the financial aid standards and who wants to retain financial aid eligibility must appeal their SAP determination. If the student does not appeal, the student will lose their financial aid eligibility in

the quarter immediately following the period of monitoring. For example, if the student is determined to have not met SAP standards at the end of the first 9-month academic year period and does not appeal that determination, the student loses their aid eligibility beginning with their fourth quarter of attendance. Likewise, if the student appeals and the appeal is not approved, the student loses their eligibility for aid in the first quarter following the period of monitoring. The school will notify the student if the outcome of the review of the appeal affects the student's aid eligibility.

A student who appeals their SAP standing may regain their financial aid eligibility only after the appeal has been reviewed and approved by FIDM staff. In some cases, adherence to an academic plan may be required for the student to regain their aid eligibility. An academic plan is specific to the individual student, and may require the student to successfully follow a schedule of specific coursework, unit loads, etc. If a student's SAP appeal is approved, they are considered to be on "SAP Probation" status, and are eligible for one additional quarter of financial aid eligibility. If the student's SAP appeal is approved and requires adherence to an academic plan, the student will retain financial aid eligibility as long as the student meets the terms of the plan.

If a student who is on SAP Probation subject to the terms of an academic plan meets the minimum SAP requirements at a monitoring period, the SAP probation status can be removed at the discretion of FIDM financial aid staff. Should a student meet the terms of their financial aid academic plan but nonetheless be placed on FIDM academic disqualification or academic dismissal, the student would also be considered to be disqualified for financial aid purposes. If the student is allowed to return to school after academic dismissal or academic disqualification, a new SAP appeal and academic plan would be required.

Appeal Procedures

A student who has not met SAP standards at the point of monitoring (and is not entitled to "Financial Aid Warning" status) will lose their eligibility for financial aid. The student will receive a communication from the Financial Aid office with instructions on how to appeal. The student must follow all the instructions, including the timeframe for return of the appeal form. The appeal form must be returned to the student's Student Advisor for review, unless otherwise directed. FIDM staff will review and respond to the appeal. The response will inform the student if:

1. the appeal has been accepted and aid has been reinstated,
2. the appeal has been accepted and aid has been reinstated subject to the student's successful adherence to the terms of an academic plan, or
3. the appeal has been denied and the student has been disqualified from receiving further aid.

Subsequent Appeal

FIDM staff *may* accept a subsequent SAP appeal from a student who has failed to meet the terms of her Academic Plan. A subsequent appeal will only be approved if the student has encountered challenges in addition to those on which her original appeal was approved. A revised Academic Plan may be created. To maintain financial aid eligibility, the student would then need to meet the terms of that new Plan.

Course incompletes

For purposes of pace, units for a class with a grade of "I" are counted as units attempted but not completed. If the grade is changed prior to the final SAP monitoring for the previous quarter, appropriate action will be taken, depending on the changed grade (SAP status will be changed to warning, disqualification, "OK", or no action if the SAP status is not affected). If the grade is changed after the final SAP monitoring for the previous quarter, the student's SAP will be monitored as usual at the next monitoring marker.

Course withdrawals

Grades for classes with a grade of "W" are not included in the calculation of GPA. Units for classes with a grade of "W" are counted as attempted but not successfully completed for purposes of pace.

Quarters of non-attendance

SAP is monitored as stated in the *Monitoring Period* section above. Quarters of non-attendance are not included in SAP monitoring. Students are required to meet standards of attendance in addition to standards of SAP. FIDM's policies that limit the number of quarters of non-attendance can be found in FIDM's *Student Consumer Handbook* at <https://fidm.edu/en/admissions/financial+aid/>.

Course repetitions

If a student repeats a class, only the higher grade will be included in the calculation of the cumulative GPA. For purposes of pace, repeated classes with grades of "A", "B", "C", "D" or "P" are considered as successfully completed; repeated classes with grades of "F" or "W" are considered as not successfully completed. However, a student who repeats a class for which they received a passing grade ("D-" or better) may only receive federal financial aid for one repeat of that class.

Changes of Major

A change of major within a program (for example, a student in a two-year AA program changes her major from Fashion Design to Product Development) will often result in a "reset" of an academic year that could change the SAP monitoring periods. Regardless, the student must continue to meet Pace and GPA requirements.

Transfer of credit from previous institutions:

For purposes of the measurement of pace, credit accepted in transfer from previous colleges is counted as both units attempted and units completed. The student's GPA at FIDM is not affected by transfer units

Reestablishing Aid Eligibility

As described above, a student may retain their aid eligibility by meeting the terms of their academic plan. A student who has been disqualified for reasons of SAP may also regain aid eligibility if they meet the minimum standards of SAP for their program at the next period of monitoring.

Cancellation, Withdrawal, & FIDM Refund Policy

When a student cancels (Cancels or Cancellation) or withdraws from all classes (Withdraws or Withdrawal) or takes an Unapproved Leave of Absence, it is necessary to make a calculation of the FIDM Institutional Refund due to Cancellation or Withdrawal as described, as well as a calculation for Return of Federal Title IV Funds, if the student received federal financial aid. An Approved Leave of Absence occurs when a student leaves for a full quarter with the stated intention to return. An Unapproved Leave of Absence occurs when a student takes a leave during the quarter or takes more than one quarter off within a 12-month period. Requests for all Leaves of Absence must be submitted in writing to the Student Advisement Office prior to the leave.

Student's Right to Cancel

The student has the right to cancel an enrollment agreement and obtain a refund of charges paid through FIDM's first week of scheduled classes or the seventh day after enrollment, whichever is later. Within 45 days of notice of cancellation, FIDM will refund all charges paid, less the initial and final application fees totaling \$250. If a student purchases books and /or supplies from FIDM and cancels within the cancellation period, those items may be returned to the FIDM bookstore for full refund. Cancellation shall occur when the student gives dated, written notice of cancellation to FIDM Admission's Office, 919 South Grand Ave, Suite 215A, Los Angeles, CA 90015. The written notice of cancellation, if sent by mail, is effective when postmarked.

Student's Right to Withdraw

A Student has the right to withdraw from the College following the cancellation period. Withdrawals include withdrawing from all classes, academic dismissal and academic disqualification and may be effectuated by the student's notice or by the student's conduct, including but not necessarily limited to a student's lack of attendance and failure to meet financial obligations to the College. The date on which a student officially notifies the Student Advisement Office of his/her intent to withdraw will be used as the basis for calculating refunds and returns. In the absence of official notification of withdrawal, the withdrawal date will be the last date the College can determine that the student participated in academically related activity.

FIDM Refund Policy

Upon withdrawal, FIDM will refund tuition course related resources and most fees, at a prorated amount through the 60% point of each quarter. The application and final application fees totaling \$250 are nonrefundable. Once the student has attended past the 60% point of the quarter, no refund will be made for that period.

Refund Percentages for Refund Calculation of Tuition, Fees and Course-Related Resources at varying dates throughout the quarter.

This example is based on a quarter that has 74 days.

	Number of days attended in the period of attendance (one quarter)	Refund Percentage
Cancellation	Prior to the start of classes – no days attended	100%
Cancellation	Prior to or on cancellation date shown on the Enrollment Agreement	100%
Withdrawal	10 th day of the quarter	87%
Withdrawal	20 th day of the quarter	73%
Withdrawal	30 th day of the quarter	60%
Withdrawal	40 th day of the quarter	46%
Withdrawal	45 th day of the quarter	0%

The number of days in the quarter is based on, and includes, the first and last dates of each quarter as published in the FIDM college calendar and is the number of days used to determine the 60% point of each quarter in the refund calculation. These dates, as shown in the college calendar, are subject to change.

Books and Supplies:

In order to best meet the educational requirements of its programs, FIDM provides, for sale, the books and supplies necessary for success for each course for which the student is enrolled. After registration, students may purchase books and supplies from FIDM or another vendor of their choice. To buy items from FIDM, students should visit the FIDM bookstore. Students **MUST** acquire all required course materials by the first meeting of each class. Students who attend the first week of class, unprepared may be dismissed from the class and unable to return until all course materials are acquired.

Book and Supply Returns:

Students who cancel an enrollment agreement within the cancellation period and who have purchased books and/or supplies from the FIDM Bookstore may return those items for a full refund. No refunds will be made for any materials not originally purchased from FIDM, or for materials that are not returned. Students who drop a class, withdraw from FIDM, and who have purchased books and/or supplies from the FIDM Bookstore, may return these items to FIDM Bookstore no later than the last day of week three of the quarter. The returned items must be unused, in perfect condition, and accompanied by a receipt. FIDM will not accept returns of items purchased elsewhere.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student may be entitled to a refund of monies not paid from the federal financial aid funds.

Federal Return of Title IV Funds Policy

Title IV funds will be returned by FIDM and/or the student as applicable, according to federal regulations. These federal regulations require that funds be returned to their original source in the following order. In some cases, 50% of the federal portion of the Federal Pell and Federal SEOG grants is subject to return by the student.

Federal Unsubsidized Direct Loan
Federal Subsidized Direct Loan
Federal Direct Graduate PLUS Loan
Federal Direct Parent PLUS Loan
Federal Pell Grant
Federal SEOG Grant

Reapply for Financial Aid. Students returning from any absence must reapply for financial aid upon returning to FIDM. Previously awarded financial aid may not be available upon returning depending on funding levels and the remaining units in the student's program.

Students who are subject to the Return of Title IV Funds Policy are:

- A) Students who are awarded Title IV loans and/or grants in the quarter in which they have withdrawn. This includes funds that were or could have been disbursed under federal regulations, as students may be entitled to a Post Withdrawal Disbursement for funds that could have been disbursed by the withdrawal date but were not.

AND

- B) Students who withdraw through the 60% point of the quarter. The percentage is calculated by dividing:
- (a) the number of days from the first day of school to and including the withdrawal date by
 - (b) the total number of days in the quarter from the first day to and including the last day of school.

Debit Balance

In some instances, the FIDM Institutional Refund and/or Return of Title IV Funds Policies may result in funds being returned by FIDM on behalf of the student to the Federal and/ or other financial aid programs. The student agrees that any moneys owed to FIDM, including those as a result of the FIDM Refund and/or Return of Title IV Funds Policies, are payable within 30 days.

Credit Balance

If the student has a credit balance on his/her account, including after any FIDM Refund and/or Return of Title IV Funds calculations, the funds will be returned to the original source, according to the rules set forth by the source, and then to the student or parent, if a Parent PLUS loan recipient, by credit to charge card(s) or by check as applicable. If the amount to be returned to a student who received only Title IV funds is less than \$1.00 (one dollar), the amount will be retained by FIDM and no return will be made; for all other students, balances of \$25.00 or less will be retained.

Department of Veterans Affairs Information

For Veterans, Spouses and Dependents of Veterans

To begin the application process for Veterans Education Benefits, visit the online application website at

<https://www.va.gov/>.

For answers to questions about VA Education Benefits call the toll free number at **1-888- GI Bill® -1 (1-888-442-4551)** to speak with a Veterans Benefits Counselor, or visit the VA website at

<https://www.benefits.va.gov/gibill> .

Student Veteran Services

Shown below is the point of contact for VA education benefits. If you have any questions or need assistance, please contact Patricia Martinez, Coordinator, VA Education Benefits in Student Financial Services to further assist you.

Patricia Martinez, Coordinator, VA Education Benefits

Email: pmartinez@fidm.edu

FIDM's Veterans Information Bulletin (VIB) provides detailed information about VA Benefits programs and the steps needed to apply for the benefits. The VIB is available from the Student Vet Center and Student Financial Services office, or via this link:

http://fidm.edu/wps/wcm/connect/8acffe804b850112a8afefa8b72031cf/VIB+Packet+revised++8.27.13.pdf?MOD=AJPERES&CONVERT_TO=url&CACHEID=ROOTWORKSPACE-8acffe804b850112a8afefa8b72031cf-142IH0y

Student Veterans of America Chapter

The Student Veterans of America (SVA) has a chapter at FIDM. The SVA chapter provides military veterans, dependents and spouses with resources, support, and advocacy to help them succeed in higher education and following graduation. If you would like more information, or would like to become a member of the FIDM SVA chapter, go to studentveterans.org/chapters/ and apply online.

For more information about Veterans Education Benefits you may contact:

Patricia Martinez, VA Educational Coordinator, Student Financial Services

Telephone: (213) 624-1200 ext. 4205

Fax: (213) 624-4777

Email: pmartinez@fidm.edu

Internet Resources

FIDM Website:

<http://fidm.edu/>

U.S. Department of Education Federal Student Aid:

<https://studentaid.gov/>

FSA ID Registration

<https://studentaid.gov/fsa-id/sign-in/landing>

FAFSA on the Web:

<https://studentaid.gov/h/apply-for-aid/fafsa>

U.S. Department of Education Direct Loan Information:

<https://studentaid.gov/h/manage-loans>

U.S. Department of Education College Navigator Site:

<http://nces.ed.gov/COLLEGENAVIGATOR/>

FIDM's Net Price Calculator:

<https://npc.collegeboard.org/student/app/fidm>

Information about Resolving Disputes with Federal Student Loans (including the Ombudsman Group):

<https://studentaid.gov/feedback-center/>

AmeriCorps:

<https://americorps.gov/>

FERPA Guidance:

<https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Web Grants for Students (for Cal Grants):

<https://mygrantinfo.csac.ca.gov/logon.asp>

California Student Aid Commission:

<http://www.csac.ca.gov>

Canadian Financial Aid Information

<https://studentaidbc.ca/apply/eligibility>

Internal Revenue Service United States Department of Treasury:

<https://www.irs.gov/>

US Citizenship & Immigration Services (Bureau of the US Department of Homeland Security):

<http://www.uscis.gov/graphics/index.htm>

The Official Website of the U.S. Social Security Administration:

<http://www.socialsecurity.gov/>

Internet Resources (continued)

U.S. Department of Veterans Affairs:

<https://www.gibill.va.gov/>

GI Bill®:

<https://www.va.gov/education/about-gi-bill-benefits/>

Veterans On-Line Application:

<https://www.va.gov/education/how-to-apply/>

Military Friendly School Site:

<http://militaryfriendly.com/schools/>

FIDM's Veterans Information Bulletin (VIB):

http://fidm.edu/wps/wcm/connect/8acffe804b850112a8afefa8b72031cf/Veterans-Bulletin-Packet.pdf?MOD=AJPERES&CONVERT_TO=url&CACHEID=8acffe804b850112a8afefa8b72031cf

Veterans eBenefits Site:

www.ebenefits.va.gov

Bureau of Indian Affairs:

<http://www.bia.gov/>

Fastweb (source of scholarship and other financial aid information):

<http://www.fastweb.com>

FinAid.org – calculators for college costs, savings, financial aid eligibility and much more:

<http://www.finaid.org/calculators/>

Federal Direct Loan Servicers

Contact information for all Federal Direct Loan Servicers at the U.S. Department of Education's website:

<https://studentaid.gov/manage-loans/repayment/servicers>

Loan Servicer	Contact
HESC/Edfinancial	1-855-337-6884
MOHELA	1-888-866-4352
Aidvantage	1-800-722-1300
Nelnet	1-888-486-4722
ECSI	1-866-313-3797
Default Resolution Group	1-800-621-3115 (TTY: 1-877-825-9923 for the deaf or hard of hearing)

Sample Repayment Schedule for Federal Direct Student Loans

Use this chart to estimate your student loan payment based on the Standard Repayment Plan. Figures have been rounded to the nearest whole dollar and represent minimum payments at the interest rate indicated over a maximum of 10 years, and do not include interest that may accumulate during periods of deferment or forbearance. Lower balances may take less than 10 years to repay at the minimum payment of \$50. **This chart is for estimating purposes only.**

Federal Direct Subsidized and Unsubsidized Loans – Undergraduate

Total Debt at Repayment*	Monthly Payment Amount	Total Amount Paid	Total Interest Paid
\$5,000	\$50	\$6,005	\$1,007
\$10,000	\$100	\$12,013	\$2,013
\$15,000	\$150	\$18,020	\$3,020
\$20,000	\$200	\$24,026	\$4,026
\$25,000	\$250	\$30,033	\$5,033
\$30,000	\$300	\$36,039	\$6,039
\$35,000	\$350	\$42,046	\$7,046
\$40,000	\$400	\$48,052	\$8,052
\$45,000	\$450	\$54,059	\$9,059
\$50,000	\$501	\$60,065	\$10,065

*Payment calculated using a fixed interest rate of 3.76% over a 10 year period.

Federal Direct Unsubsidized Loans – Graduate

Total Debt at Repayment*	Monthly Payment Amount	Total Amount Paid	Total Interest Paid
\$5,000	\$54	\$6,455	\$1,455
\$10,000	\$108	\$12,910	\$2,910
\$15,000	\$161	\$19,366	\$4,365
\$20,000	\$215	\$25,821	\$5,821
\$25,000	\$269	\$32,276	\$7,276
\$30,000	\$323	\$38,731	\$8,731
\$35,000	\$377	\$45,187	\$10,187
\$40,000	\$430	\$51,642	\$11,642
\$45,000	\$484	\$58,097	\$13,097
\$50,000	\$538	\$64,552	\$14,552

*Payment calculated using a fixed interest rate of 5.31% over a 10 year period.

You can calculate an estimate of the monthly payment on your loans at: <https://studentaid.gov/loan-simulator/>

Federal Perkins Loan Sample Monthly Repayment Chart 5% Fixed Interest Rate

Loan Amount Borrowed	Monthly Payment	Total Interest Charges	Total Amount To be Paid	Number of Payments	Final Payment
\$100.00	\$40.00	\$0.76	\$100.76	3	\$20.76
\$200.00	\$40.00	\$2.54	\$202.54	6	\$2.54
\$300.00	\$40.00	\$5.45	\$305.45	8	\$25.45
\$400.00	\$40.00	\$9.45	\$409.45	11	\$9.45
\$500.00	\$40.00	\$14.58	\$514.58	13	\$34.58
\$600.00	\$40.00	\$20.87	\$620.87	16	\$20.87
\$700.00	\$40.00	\$28.35	\$728.35	19	\$8.35
\$800.00	\$40.00	\$37.06	\$837.06	21	\$37.06
\$900.00	\$40.00	\$47.02	\$947.02	24	\$27.02
\$1,000.00	\$40.00	\$58.24	\$1,058.24	27	\$18.24
\$1,100.00	\$40.00	\$70.75	\$1,170.75	30	\$10.75
\$1,200.00	\$40.00	\$84.58	\$1,284.58	33	\$4.58
\$1,300.00	\$40.00	\$99.81	\$1,399.81	35	\$39.81
\$1,400.00	\$40.00	\$116.36	\$1,516.36	38	\$36.36
\$1,500.00	\$40.00	\$134.46	\$1,634.46	41	\$34.46
\$1,600.00	\$40.00	\$153.99	\$1,753.99	44	\$33.99
\$1,700.00	\$40.00	\$174.98	\$1,874.98	47	\$34.98
\$1,800.00	\$40.00	\$197.48	\$1,997.48	50	\$37.48
\$1,900.00	\$40.00	\$221.60	\$2,121.60	54	\$1.60
\$2,000.00	\$40.00	\$247.40	\$2,247.40	57	\$7.40
2,100.00	\$40.00	\$274.82	\$2,374.82	60	\$14.82
\$2,200.00	\$40.00	\$303.92	\$2,503.92	63	\$23.92
\$2,300.00	\$40.00	\$334.78	\$2,634.78	66	\$34.78
\$2,400.00	\$40.00	\$367.55	\$2,767.55	70	\$7.55
\$2,500.00	\$40.00	\$402.07	\$2,902.07	73	\$22.07
\$2,600.00	\$40.00	\$438.49	\$3,038.49	76	\$38.49
\$2,700.00	\$40.00	\$476.95	\$3,176.95	80	\$16.95
\$2,800.00	\$40.00	\$517.33	\$3,317.33	83	\$37.33
\$2,900.00	\$40.00	\$559.93	\$3,459.93	87	\$19.93
\$3,000.00	\$40.00	\$604.57	\$3,604.57	91	\$4.57
\$3,100.00	\$40.00	\$651.40	\$3,751.40	94	\$31.40
\$3,200.00	\$40.00	\$700.61	\$3,900.61	98	\$20.61
\$3,300.00	\$40.00	\$752.06	\$4,052.06	102	\$12.06
\$3,400.00	\$40.00	\$805.96	\$4,205.96	106	\$5.96
\$3,500.00	\$40.00	\$862.44	\$4,362.44	110	\$2.44
\$3,600.00	\$40.00	\$921.38	\$4,521.38	114	\$1.38
\$3,700.00	\$40.00	\$983.13	\$4,683.13	118	\$3.13
\$3,800.00	\$40.31	\$1,036.45	\$4,836.45	120	\$39.56
\$3,900.00	\$41.37	\$1,063.66	\$4,963.66	120	\$40.63

**Federal Perkins Loan Sample Monthly Repayment Chart (page 2)
(5% Fixed Interest Rate)**

\$4,000.00	\$42.43	\$1,091.01	\$5,091.01	120	\$41.84
\$4,100.00	\$43.49	\$1,118.28	\$5,218.28	120	\$42.97
\$4,200.00	\$44.55	\$1,145.62	\$5,345.62	120	\$44.17
\$4,300.00	\$45.61	\$1,172.96	\$5,472.96	120	\$45.37
\$4,400.00	\$46.67	\$1,200.17	\$5,600.17	120	\$46.44
\$4,500.00	\$47.73	\$1,227.54	\$5,727.54	120	\$47.67
\$4,600.00	\$48.79	\$1,254.77	\$5,854.77	120	\$48.76
\$4,700.00	\$49.86	\$1,281.79	\$5,981.79	120	\$48.45
\$4,800.00	\$50.92	\$1,309.11	\$6,109.11	120	\$49.63
\$4,900.00	\$51.98	\$1,336.28	\$6,236.28	120	\$50.66
\$5,000.00	\$53.04	\$1,363.72	\$6,363.72	120	\$51.96
\$5,100.00	\$54.10	\$1,391.03	\$6,491.03	120	\$53.13
\$5,200.00	\$55.16	\$1,418.35	\$6,618.35	120	\$54.31
\$5,300.00	\$56.22	\$1,445.61	\$6,745.61	120	\$55.43
\$5,400.00	\$57.28	\$1,472.90	\$6,872.90	120	\$56.58
\$5,500.00	\$58.34	\$1,500.20	\$7,000.20	120	\$57.74
\$5,600.00	\$59.40	\$1,527.48	\$7,127.48	120	\$58.88
\$5,700.00	\$60.46	\$1,554.83	\$7,254.83	120	\$60.09
\$5,800.00	\$61.52	\$1,582.05	\$7,382.05	120	\$61.17
\$5,900.00	\$62.58	\$1,609.47	\$7,509.47	120	\$62.45
\$6,000.00	\$63.64	\$1,636.71	\$7,636.71	120	\$63.55
\$6,100.00	\$64.70	\$1,663.97	\$7,763.97	120	\$64.67
\$6,200.00	\$65.77	\$1,690.89	\$7,890.89	120	\$64.26
\$6,300.00	\$66.83	\$1,718.29	\$8,018.29	120	\$65.52
\$6,400.00	\$67.89	\$1,745.59	\$8,145.59	120	\$66.68
\$6,500.00	\$68.95	\$1,772.80	\$8,272.80	120	\$67.75
\$6,600.00	\$70.00	\$1,800.50	\$8,400.50	120	\$70.50
\$6,700.00	\$71.07	\$1,827.52	\$8,527.52	120	\$70.19
\$6,800.00	\$72.13	\$1,854.77	\$8,654.77	120	\$71.30
\$6,900.00	\$73.19	\$1,882.08	\$8,782.08	120	\$72.47
\$7,000.00	\$74.25	\$1,909.42	\$8,909.42	120	\$73.67
\$7,100.00	\$75.31	\$1,936.56	\$9,036.56	120	\$74.67
\$7,200.00	\$76.37	\$1,963.97	\$9,163.97	120	\$75.94
\$7,300.00	\$77.43	\$1,991.26	\$9,291.26	120	\$77.09
\$7,400.00	\$78.49	\$2,018.59	\$9,418.59	120	\$78.28
\$7,500.00	\$79.55	\$2,045.89	\$9,545.89	120	\$79.44
\$7,600.00	\$80.61	\$2,073.15	\$9,673.15	120	\$80.56
\$7,700.00	\$81.67	\$2,100.50	\$9,800.50	120	\$81.77
\$7,800.00	\$82.73	\$2,127.85	\$9,927.85	120	\$82.98
\$7,900.00	\$83.79	\$2,155.09	\$10,055.09	120	\$84.08
\$8,000.00	\$84.85	\$2,182.35	\$10,182.35	120	\$85.20