Financial Aid Course Audit - FACA

A helpful financial aid tool has been added to the Student Information System (SIS) and will go into effect Spring 2017. The tool is called the Financial Aid Course Audit – more commonly referred to as FACA – and is designed to help you identify financial aid eligibility for courses in which you are enrolled. Here is an overview of the FACA basics:

- Federal financial aid regulations have always stipulated that financial aid may only be applied to eligible courses.
- Eligible courses are those courses required for completion of your program of study (degree, diploma, certificate, or career studies certificate).
- The VCCS has added a software feature in SIS that will alert you as to which courses are eligible or ineligible (known as the FACA process).
- The FACA process will run nightly beginning November 8 (the first day of spring registration).
- As you enroll in courses, you will be alerted the following day if courses fall outside of your program of study and, thus, are ineligible. The alerts will be posted in the Message Center feature in the Student Center in SIS. You are encouraged to drop ineligible courses and replace them with eligible courses. Please note that ineligible courses will not be automatically dropped. It will be your responsibility to drop these courses.
- If you choose to remain enrolled in ineligible courses, please take note of the following:
    - Financial aid award amounts will be based on the number of eligible credits in which you are enrolled. If you are enrolled in less than 12 eligible credits, your financial aid award will be reduced proportionately based upon your number of eligible credits.
    - Ineligible courses must be paid for out-of-pocket and in-person at the Business Office or Mall site and you must indicate for which course(es) you are paying.

The FACA process is a positive step to help you better identify which courses are required for your program of study and it will serve as an added advising tool as you progress toward program completion. To prepare yourself for this new tool, we encourage you to be proactive and meet with an academic advisor to ensure that the courses you register for are required for your program of study.

How do I check the Student Information System (SIS) to see if my courses are eligible for Financial Aid?

You will receive a message in your Student Center in SIS if you enroll in courses which are not eligible for financial aid. Click the Message Center link to view your messages.

Click on the message relative to FACA or Financial Aid Course Eligibility. This message will advise which courses are not eligible for financial aid.

If you have been awarded federal financial aid, you may also view which courses are eligible or ineligible by following the steps listed below:

<mark>Step 1: Click the View Financial Aid link</mark>
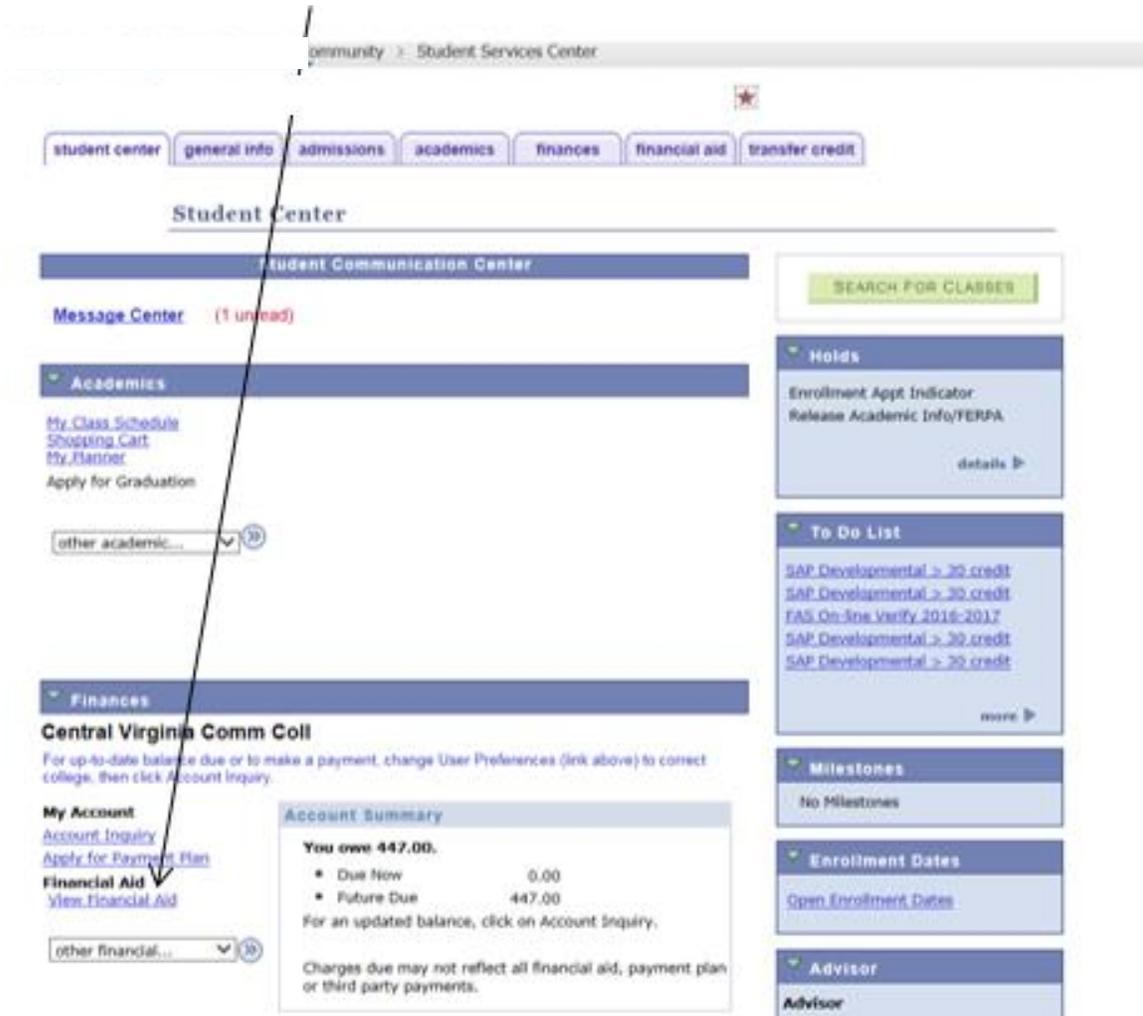
<mark>Step 2: Click the applicable Aid Year link beside the applicable college name</mark>

Favorites | Main Menu > Campus Community > Student Services Center

Financial Aid

Award Summary

Federal Aid Year 2015-2016

Select the term hyperlinks below to see more detailed information.

Aid Year			
Award Description	**Category**	**Offered**	**Accepted**
Pell Grant (Federal)	Grant	2,888.00	2,888.00
Fed Pell Summer-Trailing	Grant	2,887.00	2,887.00
Fed SEOG	Grant	300.00	300.00
Commonwealth Grant	Grant	1,000.00	1,000.00
Aid Year Totals		**7,075.00**	**7,075.00**

Currency used is US Dollar.

CVCC Shopping Sheet

Terms			
2016 Summer	View Course Eligibility		
Award Description	**Category**	**Offered**	**Accepted**
Fed Pell Summer-Trailing	Grant	2,887.00	2,887.00
Term Totals		**2,887.00**	**2,887.00**

All of your courses will be listed as shown below. If you are using **Google Chrome** or **Mozilla Firefox** as your browser, eligible courses will be marked with a green checkmark under the FA Eligible column. Ineligible courses will be marked with a red X. Courses that have not yet been evaluated by the FACA process (which is generally run nightly) will have a yellow question mark. Courses that are only partially eligible will have a yellow exclamation point (this will not be a typical situation).

Financial Aid

FA Course Eligibility

Federal Aid Year 2016-2017
Credit
2017 Spring

Class	FA Eligible	Enrolled Units	FA Eligible Units
BIO 102 (24698)	✔	4.00	4.00
HMS 100 (24487)	✔	3.00	3.00
HMS 236 (24763)	✗	3.00	0.00
MTH 157 (24894)	✔	3.00	3.00
PLS 135 (24665)	✔	3.00	3.00
Total		**16.00**	**13.00**

Return to Award Summary

However, if you are using **Internet Explorer**, the icons will be replaced with the following titles instead: "FA Eligible", "FA Ineligible", "Status Unknown", or "FA Partially Eligible". For courses that are ineligible, the FA Eligible Units will be reduced to 0.00. There may be cases where remedial courses are reduced to something other than 0.00 in order to adhere to the 30 credit limit which makes them partially eligible. Click the link for the applicable ineligible course under the Class column to reveal the reason the course is not eligible. The reason(s) the course is ineligible will be provided.