



Lively  
Technical  
College

# 2019-2020 LTC Financial Aid Student Acknowledgements

Student Printed Name \_\_\_\_\_

Program \_\_\_\_\_

### Release of Information (optional)

I give Lively Technical College Financial Aid Office permission to release my financial information to the following person(s) or agencies: \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

### Authorization

I certify that to the best of my knowledge, the information contained in this statement is correct and complete. I agree that any colleges, schools, or agencies indicated have my permission to verify the information listed. I will notify the recipient of this form of any changes in my program, financial, or marital status.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

### 2019-2020 Financial Aid Acknowledgements

*Please Read & Initial, if acceptable*

| Initial in each Box Below        |  |
|----------------------------------|--|
| <b>Policies &amp; Procedures</b> |  |
|                                  | I have been given a copy of the Financial Aid Policies and Procedures packet as well as an opportunity to ask questions and/or discuss any concerns related to Financial Aid at Lively Technical College. I will comply with all the terms, provisions, policies and procedures as outlined.   |
|                                  | I understand that Federal Student Aid Title IV funds will not pay for repeat courses.  |
|                                  | I certify that, as a condition of receiving federal and state grants through Lively Technical College, I will not engage in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance during the time I am a registered student on or off LTC campus.  |
|                                  | I have received the following Financial Aid information as well as an opportunity to ask questions and/or discuss any concerns related to Financial Aid at Lively Technical College. I will comply with all terms, provisions, policies and procedures as outlined:<br>LTC Satisfactory Academic Progress Policy      Federal Supplemental Educational Opportunity Grant (FSEOG)<br>LTC Verification Policy      Florida Student Assistance Grant (FSAG)<br>LTC Enrollment Reporting Policy      Financial Aid Fee Trust (FAFT)<br>Treatment of Title IV Aid – R2T4      Bright Futures<br>LTC Award Letters Procedure      CSDDV<br>Federal Pell Grant      1098-T Form Information |

LTC Office of Financial Aid • 500 Appleyard Drive, Tallahassee FL 32304 • Office: 850-487-7421 or 7431 • Fax: 850-487-7589

*"The Leon County School District does not discriminate against any person on the basis of sex (including transgender status, gender nonconforming, and gender identity), marital status, sexual orientation, race, religion, ethnicity, national origin, age, color, pregnancy, disability, or genetic information."*

| <b>Payment Period (s)</b>                     |  |
|---|--|
|   | Pell awards are based on payment periods. I authorize Lively Technical College to subtract any of my outstanding tuition, registration, fee deferments, and/or Lively's Bookstore charges from my Pell and/or supplemental grant disbursements. This may include prorated tuition and fees for subsequent payment periods. If I refuse this authorization, no Pell deferrals will be issued and I understand I will pay all tuition and fees with alternative methods. |
| <b>Enrollment</b>                             |  |
|   | I will notify Lively Technical College's Financial Aid Office of any changes to enrollment. I understand this may change my financial aid award.   |
|   | I understand if I am/or withdrawal from Lively Technical College after the drop/add period and receive Financial Aid, I will be responsible for fulfilling the full semester financial obligations.  |
| <b>Partnering Agencies</b>                    |  |
|   | I am aware that Lively Technical College will (if applicable) consult with partnering outside agencies pertaining to my financial needs, obligations, and status while enrolled at Lively (includes, but not limited to: Career Source Capital Region, FLPP, Bright Futures, FL Department of Education, Vocational Rehabilitation, Veterans Administration).  |
| <b>Purchasing of Textbooks &amp; Supplies</b> |  |
|   | I authorize deduction of books and supply deferments that I sign for at the bookstore from my Pell award. I understand deferments are subject to, and cannot exceed potential award amounts. Any charges made over award amount must be paid in full by the student.   |
|   | I also understand these materials are not paid for until Pell disbursements have been made. If I am withdrawn I am responsible for paying for bookstore purchases if Pell award does not cover the cost. Lively Technical College does not accept returns to the bookstore.  |
| <b>LTC Daycare Service</b>                    |  |
|   | I authorize deduction daycare services offered through Lively/LCSB deferments that I sign for from my Pell award. I understand deferments are subject to, and cannot exceed potential award amounts. Any charges made over award amount must be paid in full by the student.   |
|   | I also understand these materials are not paid for until Pell disbursements have been made. If I am withdrawn I am responsible for paying for daycare service if Pell award does not cover the cost.   |
| <b>Delinquent Student Accounts</b>            |  |
|   | I understand that if I fail to pay my student account bill or monies owing Lively Technical College by the scheduled due date, the account will be considered delinquent; this will result in LTC referring your account to a collection agency.   |

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# 2019-2020 LTC Statement of Educational Purpose

I certify that I, \_\_\_\_\_ am the individual signing this *Statement of Educational Purpose* and that the federal student financial assistance I may receive will only be used for educational purposes and to pay the cost of attending Lively Technical College for the 2019-2020 School Year.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student ID Number

**Submission Options**

- Option #1:* Form has been completed at the school
- Option #2:* Original form has been completed away from school (if this option is chosen, notarization is required. Proceed below)

**Notary Section (ONLY complete if submission option 2 is selected)**

Subscribed and affirmed before me in the county of \_\_\_\_\_, State of Florida, this \_\_\_\_  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary's official signature

\_\_\_\_\_  
Commission Expiration

Notary Seal

Mail Completed Form (if applicable) to:

Lively Technical College  
Office of Financial Aid  
500 N Appleyard Drive  
Tallahassee, Florida 32304



# 2019-2020 LTC Financial Aid Authorization to Use Title IV Funds

**Please Print**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Student ID # \_\_\_\_\_ Program \_\_\_\_\_

This section is optional. Only students wishing to charge expenses other than tuition and required fees must complete this section. Please be aware that NO other charges (books, supplies, etc.) can be charged against your financial aid without a signed authorization.

### STUDENT AUTHORIZATION

- If I am awarded any Federal Aid or other student aid, I authorize Lively Technical College permission to credit my excess aid to my Lively Technical College Student Account for future term charges. Any unused credit balance will be refunded to the student by the end of the last payment period for the current award year.
- If I am awarded any Federal Aid or other student aid, I wish to charge my bookstore charges, AAAE class fees, testing fees, industry certification fees, graduation ceremony fees, student replacement ID, authorized daycare service, program uniforms/materials, and other non-institutional costs related to school functions to my Lively Technical College student account, prior to the semester Pell disbursement.
- If I am awarded any Federal Aid or other student aid, I authorize Lively Technical College permission to use the current year's funds to pay up to \$200 of any unpaid prior year charges, from my Lively Technical College student account.
- I further understand that should I withdraw from the institution in any term in which I have received any student aid, I agree to abide by the refund and repayment policy governing Federal, State, and other programs laws/rules. Explanation of refund and repayment calculation is available in the Financial Aid Office or at [www.livelytech.com](http://www.livelytech.com).
- This authorization will be effective for the entire period I am enrolled, including multiple academic years, unless cancelled or modified by the student.
- I understand that I may cancel or modify part or all the above authorizations at any time. Cancellations and modifications may be submitted to the LTC Financial Aid Office with a written, signed, and dated statement. Cancellations and modifications are not retroactive, but become effective the day the Financial Aid Office receives notification. Federal Pell Grant eligible students may opt out of the school method for obtaining books and supplies.

### CERTIFICATION:

My signature below indicates that I have read and understand the above authorization statements. I also acknowledge that I may refuse to authorize any individual item in this statement by marking through the respective statement and initialing it.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date



# 2019-2020 LTC Student Disciplinary Sanctions Signature Page

It is the Lively Technical College policy to discourage all violations of Federal, State or local laws by any member of the school community. In addition to possible prosecution and punishment by civil authorities, a student or employee violating any law may be subject to sanctions imposed by the school.

Students: Sanctions against students include, but are not limited to, disciplinary expulsion, suspension, and/or probation. When appropriate, school sanctions may be entered into permanent records. Parents of dependent students (dual-enrolled) will be notified of pending charges or subsequent decisions.

I am aware that I can review a digital copy of the Drug and Alcohol Abuse Prevention Program (DAAPP) and the Annual Security Report Handbook online at <http://livelytech.com/resources/consumer-information/>. I understand that if I am a drug or alcohol offender, I will be dismissed from the school immediately. Possession, distribution or use of alcohol or illicit substances will bring immediate expulsion.

Other Employees: Leon County School Board may impose sanctions against any employee who violates Federal, State or local laws, or the standards of Leon County School Board policies/conduct. Depending on the nature and severity of the violation, these sanctions can range from warnings and/or mandatory referral for drug or alcohol rehabilitation to outright termination of employment.

I am aware that I can review a digital copy of the Drug and Alcohol Abuse Prevention Program (DAAPP) and the Annual Security Report Handbook online at <http://livelytech.com/resources/consumer-information/>. I understand that if I am a drug or alcohol offender, I will be dismissed from the school immediately. Possession, distribution or use of alcohol or illicit substances will bring immediate expulsion.

\_\_\_\_\_

Print Name

\_\_\_\_\_

Program

\_\_\_\_\_

Student's Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Student ID Number