

DATE: \_\_\_\_\_

NAME		ACTC ID	
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Completing this Data Form helps us to more accurately complete your financial aid.  
**Sign and return this form with any other requested documentation as soon as possible.**

- If you **ARE** planning to attend ACTC anytime during the 2011-12 academic year, please read and check the following statements, **sign and return**.

I understand that until my file is complete, I will receive no aid nor will my tuition or bookstore charge be guaranteed.

I give ACTC's Office of Financial Aid permission to make appropriate corrections to my electronic and/or paper file to accurately determine my aid eligibility. You should not submit any further changes to your FAFSA once we have completed your file.

I declare ACTC as my home school. I understand that I must remain in approved credential status, meaning that I am pursuing a certificate, diploma, AA/AS, or approved AAS program offered by ACTC.

I understand that I must maintain Satisfactory Academic Progress (SAP) as defined by KCTCS to be eligible for financial aid.

I will not be receiving any financial aid from any other school for the same academic year.

I understand that KCTCS/ACTC provides me access to a free and secure e-mail account and that important information is sent through this secure e-mail system. I understand that I should monitor this e-mail and periodically clean out this box, as this is the primary way the Office of Financial Aid at ACTC will contact me.

I understand that to be eligible to receive any financial aid that I must attend classes.  
*Note: Attendance is monitored and reported to the Office of Financial Aid before any aid is released.*

I understand that by accepting Title IV funds (grants and/or loans) that I must successfully complete my courses. According to Federal Financial Aid Regulations, failure to complete or withdrawing from courses could result in owing a portion of Title IV funds back.

Student Signature	Date
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- If you **ARE NOT** planning to attend ACTC during the 2011-12 academic year, please check the statement below, **sign and return**.

I do not plan to attend ACTC at anytime during the 2011-12 academic year. I do not need my financial aid file completed.

Student Signature	Date
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\*\*\*Please see reverse side to complete your Financial Aid Release information.\*\*\*