



STUDENTS RIGHTS AND RESPONSIBILITIES IN RECEIVING FINANCIAL AID

- You have the right to privacy. All information submitted with your financial aid application will be treated as confidential.
- You have the right to an explanation of the financial aid process. If you do not understand how your financial aid award was determined, please contact the Financial Aid Office.
- You have a right to appeal. Please contact the Financial Aid Office if you believe that your application for financial aid was not fairly evaluated.
- You are responsible for repaying your loans. Acceptance of any loan carries a serious legal and financial obligation. Failure to meet this obligation will adversely affect your credit rating and prohibit you from receiving federal financial aid in the future. Student borrowers are required to complete entrance counseling before receiving any loan funds. Borrowers are also required to complete exit counseling before leaving school. During exit counseling, various repayment options and deferments available will be presented.
- You are responsible for reporting changes in your finances. You must notify the Financial Aid Office if you receive scholarships, loans, or grants from any source so that your financial aid may be reappraised. The Financial Aid Office is required by law to consider all sources of aid when awarding federal student aid funds.
- You are responsible for reporting changes in your student status. If you change your address or withdraw from school, you must notify the Financial Aid Office as soon as possible.
- You are responsible for using financial aid funds only for educational purposes. Educational expenses include fees, room, board, books, supplies, and other living expenses.
- You are responsible for promptly responding to requests and inquiries from Webb Institute.
- You are responsible for keeping copies of all documents and records you submit to us.
- Webb Institute is willing to make every effort to assist the student and the student's family in helping to meet educational costs.