

Student Rights and Responsibilities

Park University students are defined as having certain rights and responsibilities. The following list indicates the main rights and responsibilities of students in relation to financial aid policies and procedures.

Student's Rights

- Right to privacy/FERPA - All records and information submitted with your application for financial aid are confidential and subject to legal requirements concerning disclosure of such information. For more information regarding FERPA and the privacy and release of student information, visit: <https://www.park.edu/current-students/registrar-and-transcripts/ferpa/>
- You have the right to seek financial aid counseling.
- You have the right to know what financial assistance is available, including all federal, state, and institutional aid programs.
- You have the right to know the procedures for submitting applications for each financial aid program (including federal, state, and institutional aid programs).
- You have the right to know how your financial aid awards were calculated, the criteria to receive each award, and how the funds will be distributed or disbursed.
- You have the right to accept or decline any of your financial aid award(s).
- If you accept a direct student loan, you have the right to know the interest rate, the total amount to be repaid, deferment options, repayment procedures, the length of time you have to repay the loan, and when repayment begins.
- You have the right to submit a Special Circumstances Application, requesting reconsideration of your financial aid eligibility if you or your family's circumstances change.
- You have the right to submit an appeal if you do not meet the Standards of Satisfactory Academic Progress. <https://www.park.edu/apply-financial-aid/satisfactory-academic-progress/>
- You have the right to know the refund policy and the federal Return to Title IV policy.
- You have a right to use any anticipated financial aid refund for the opportunity to purchase your textbooks through the Park University bookstore and have those textbooks charged to your Park student account. For more information regarding Park University book vouchers, visit: <https://www.park.edu/apply-financial-aid/book-vouchers/>

Student Responsibilities:

- You are responsible for providing accurate information to the Financial Aid Office.
- You are responsible for reapplying for financial aid each and every academic year.
- You are responsible for completing applications correctly and on time.
- You are responsible for reading and understanding all materials sent to you from the Financial Aid Office and all forms you are asked to submit or sign.
- You are responsible for requesting personal assistance if you have questions or don't understand the information provided to you.
- You are responsible for submitting documentation and information requested by the Financial Aid Office in a timely manner.
- You are responsible for checking your student account regularly.
- You are responsible for notifying the University of any name or address changes.
- You are responsible for knowing and complying with the rules governing your financial aid awards.
- You are responsible for attending classes and completing the requirements for each course in which you enroll.
- You are responsible for compliance with Park University's refund policy and Federal Return to Title IV Aid policy, should you withdraw from the University (either officially or unofficially).
- You are responsible for notifying the financial aid office of any financial awards you receive from outside resources (including scholarships, grants, Veteran's Benefits, tuition waivers, or other educational/tuition assistance) not already listed on your financial aid award letter.
- If you borrow a student loan, you are responsible for completing loan Entrance counseling, Master Promissory note and Exit counseling.
- You are responsible for the repayment of all loans in accordance with the terms of your promissory note. You are responsible for notifying your lender if any of the following occurs before your loan is repaid: change of address, graduation, withdrawal from school, enrolled in less than half-time attendance, name change, or transfer to another institution.
- You are responsible for maintaining Satisfactory Academic Progress.
- You are responsible for using financial aid for educational expenses incurred while attending Park University.
- You are responsible for the repayment of any over award of financial aid.