



Policy FA1.01: Enrollment Status

Oversight	Information
Policy Type	Financial Aid
Policy Owners	Director of Financial Aid
Initial Policy Approval Date	August 24, 2010
Current Revision Approval Date	May 1, 2019
Procedure Effective Date	August 24, 2010

Policy

A student's enrollment status (the number of credits registered for in a semester) will influence the amount of federal student aid a student will receive. To be eligible for federal student loans, students must enroll at least half time in consecutive semesters. Undergraduate students need a minimum of six credits per semester and graduate students at least three credit hours in order to be considered half time. Undergraduate students enrolled in only three credits per semester (less than half time) may be eligible for a Federal Pell Grant; however less-than-half-time status is ineligible for federal student loans and loan deferment.

Timely and accurate enrollment reporting to the Department of Education is required by regulation and promotes school and student success. There is a direct correlation between late or inaccurate enrollment reporting and loan defaults. This will ensure that borrowers receive their full grace period, and further ensure that contacts from American Sentinel University and the loan servicer such as correspondence and telephone calls occur in the appropriate timing sequence. These contacts are designed to increase the likelihood that borrowers will satisfy loan obligations.

Guidelines

- Not Applicable

Procedure

American Sentinel University works with the National Student Clearinghouse twice a month to update the enrollment status for all students. A report is generated through the Student Information System that updates all student's enrollment status'. The information includes the enrollment status, the effective date of the status and an anticipated completion date. The National Student Clearinghouse will send an error report back to American Sentinel University with any conflicting information. It is the duty of American Sentinel University to update the National Student Clearinghouse as quickly as possible with the correct information, so students can be reported to their loan servicers.



Related Documents/References

- Financial Aid
- Student Handbook

Definitions

- None

Revision History

- 08/24/2010 – Financial Aid
- 04/08/2014 – Financial Aid
- 10/24/2018 – Financial Aid
- 4/26/2019 – Financial Aid
- May 7, 2020: Updated policy format for accessibility guidelines - AHB