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2020-2021 FINANCIAL AID RIGHTS & RESPONSIBILITIES

Mission Statement: To inspire its students by creating and maintaining a student-centered occupational environment which culminates in gainful employment.



YOU HAVE THE RIGHT TO KNOW:

2. The names of the organizations which accredit and authorize MBC to operate.
3. Programs, the faculty, and the physical facilities at MBC.
4. The cost of attending MBC.
5. MBC's policy on refunds for students who drop prior to completion of the programs.
6. Financial aid available from federal, state, local, private, and institutional financial
7. aid programs.
8. The procedures and deadlines for submitting applications for each available
9. financial aid program.
10. The criteria used to select financial aid recipients.
11. How your financial need is determined - this includes how costs for tuition and fees, books and supplies.
12. The type and amount of assistance in your financial aid package.
13. How and when you will be paid.
14. How MBC determines whether you are making satisfactory progress and what
15. happens if you are not.
16. MBC'S policy regarding your right to:
 - Review and inspect your education records.
 - Seek amendment of your educational record that you or your parent believes to be inaccurate, misleading, or otherwise in violation of your privacy rights.
 - Your consent, under certain conditions, for the disclosure of personally identifiable information contained in your educational records; and
 - File a complaint with the Department of Education concerning alleged failures by MBC to comply with statutory and regulatory student and family privacy rights.

STUDENT RESPONSIBILITIES:

1. You must complete all application forms accurately and submit them on time to the right place.
2. You must provide correct information.
3. You must provide all additional documentation, verifications, corrections and/or other information requested by either the student financial aid officer or the agency to which you submitted your application.
4. You are responsible for reading and understanding all forms that you are asked to sign and for retaining your copies.
5. You must accept responsibility for all agreements that you sign.
6. You must be aware of and comply with the deadlines for application or reapplication for student financial aid.
7. You should be aware of your school's refund policies and procedures.
8. You are responsible for reporting name and address changes directly to the financial aid office.
9. You are responsible to bring or send the (SAR) to our Financial Aid Office in time to complete the verification process.
10. You are responsible to bring or send any supporting documentation that is necessary to verify information in time to complete the verification process; and you will be responsible to pay any overpayment that is discovered during verification