

# CAED OFF CAMPUS PROGRAMS

For the Period June 15, 2010 – June 14, 2011

## Registration, Fees, and Financial Aid

*Revised January 7, 2011*

As of June 1, 2010, all off-campus programs (excluding exchange and Coops) offered by any of the departments within the CAED will be conducted through Cal Poly Continuing Education, which uses a separate registration system and fee schedule than the regular University system. Students should be aware of the following implications of this change as this has an impact on the registration system, total fees, and financial aid.

### A. REGISTRATION

Students must apply to and be accepted into an Off Campus Program by the department that is operating the program. The names of final attending students will be transmitted to Cal Poly Continuing Education. Students will then enroll in the program through Continuing Education, which has a separate registration process. Information on how to register will be provided to each final attending student at the time of the department's final listing.

### B. FEES

Students will pay one fee per Program, that is composed of the costs for the course instruction, plus the costs of additional non-instructional components that vary with each program, such as local fees, local housing, local transportation, and other costs to be paid for in advance. Instructional costs and estimated other costs will be established by January 2011. Due to unpredictable changes in exchange rates and other variable non-instructional costs, the final fees are subject to slight changes up to 30 days before registration.

In order to fully cover the true costs of the faculty, department, university, and CSU logistics, the portion of the fee covering instructional costs will be higher than the total of in-state Cal Poly fees for most programs. Non-residents will pay the same fees as residents as per CSU requirements. The college and university are not permitted to offer any fee subsidies to students and the pricing must be identical for all students regardless of residency or ability to pay.

### C. FINANCIAL AID

Students may find that a part of their financial aid package cannot be used for any Continuing Education courses, even if the courses are accepted for credit toward meeting graduation requirements. Since each student has a unique financial aid arrangement, anyone on financial aid must individually determine the financial aid impact of their decision to participate in an off campus program individually

All students must annually update their information for Financial Aid. For those involved in CAED Off Campus Programs, you will need to determine how your participation in these

programs may affect the applicability of certain grant or loan eligibility use for those quarters when you intend to be off campus. This must be done through a direct meeting with a Financial Aid counselor. You must inform them that your participation in these programs will include registration using Continuing Education (CE) as "self support" courses. Take this form with you to your meeting and explain this information was provided to the college by the Financial Aid office.

Through this CE system you will be enrolled as a matriculating student in degree applicable courses recognized by the Cal Poly student administrative system. At the time you make payments you will have the designated units entered by Continuing Education within the registration system. This is different from taking Continuing Education programs that do not apply to your degree and are not taught by an instructor from the CAED. The following general information is provided as a framework for your Financial Aid appointment:

1. Federal Pell Grants and Stafford Loans

These can be used for either state supported or CE operated courses that are degree applicable, and in the student administration system. The use of Cal Poly Continuing Education to register all students and take all fees will include their individual registration of the students into the specific courses that are part of the multi-course off campus programs, and that will satisfy these requirements. Students must explain that this is not the same as taking non-degree applicable Continuing Education Courses, which do not meet this requirement.

2. State of CA Grants, called Cal Grants or State University Grants

These cannot be used for courses or programs conducted outside a state support institution, even if the courses accrue credit toward a degree, because self support or continuing educating courses are not considered "publicly funded" state supported courses.

3. Summer On Campus 2011

There may be a ruling, not yet fully approved, from the Chancellor's office that although CSU campuses may operate summer programs through self support as they did in Summer 2010, any remaining funds in the campus accounts of State University Grants or Cal Grant funds could be used by students for the summer "self support" courses. However, the problem is that Cal Poly generally has no remaining funds to provide summer school aid for students. There were no funds available in Summer 2010.

4. Possible Change in Rules for following Academic Year

Campuses were anticipating a Chancellor' Office interpretation regarding possible changes in current limits on Cal Grants or State University Grants applicability to CE programs for matriculating students for Fall 2010-Spring 2011. This has not yet been decided.

5. Using Cal Grant or State University Grants for just on-campus quarters

Students get a grant and loan commitment in consideration of their own individual financial situation and resources when compared to the costs incurred in an entire year. In some individual cases, upon review with the financial aid office, some students may find some flexibility with their own financial aid package. However, financial aid is filled with regulatory exceptions. Faculty or administrators at the College do not have this information and should not be relied on to make interpretations for any students.