

Queens College – Office of Financial Aid Services

\*\*\*\*Advisement Alert\*\*\*\*

**Students: You Should Be Aware of These Often Missed Academic Requirements for NY State Tuition Assistance Program (TAP) and Other NY State Aid Programs (APTS & PTAP)**

Please be aware that these are important issues in case **you** decide to apply for and become eligible for NY State aid. Pay careful attention to the information below and be sure that **you** enroll in sufficient aid-eligible courses. Note: The requirements below are in addition to all other requirements for NY State aid, which are listed on our Web site referred to at the bottom of this alert.

**1) All courses used to meet financial aid eligibility requirements must contribute toward fulfilling the curriculum requirements for the major in which the student is enrolled plus other requirements, including electives needed for that student's degree.**

**Example:** *Student A is a Spanish major, registered for 12 degree credits – 9 credits from the Spanish curriculum and 3 credits in Accounting. The 3 Accounting credits do not fulfill any requirements for the Spanish major, and all other requirements for the student's degree, including electives, have been fulfilled. This student **cannot** receive TAP because the State will disallow the 3 Accounting credits, leaving this student with less than the 12 minimum credits required.*

**Example:** *Student B – Spanish major – registered in 18 degree credits – 12 credits in the Spanish curriculum and 6 credits in Math. The 12 credits in Spanish fulfill the major requirements, but the 6 credits in Math do not fulfill any requirement, and this student has completed sufficient electives and all other requirements for the degree. **THIS IS OKAY** for the purposes of TAP, because this student is registered for at least 12 eligible credits needed for the degree.*

**2) A student may not repeat a course in which a passing grade acceptable to the institution has already been received and have it included as part of the student's course load for financial aid purposes.**

**Example:** *Student C is an Accounting major and registered for 12 credits, 9 credits in Accounting and 3 credits in Economics for Fall 2005. The student passed the Accounting credits with an "A" and passed the Economics course with a "C" grade. For Spring 2006, Student C again registers for 12 credits, another 9 in Accounting, and repeats the Economics course for a better grade. NY State Aid is **disallowed** because the Economics grade was acceptable for the degree and the student was not required to repeat that course to progress in the major.*

**In the following instances only, a repeated course may be included as part of the student's course load for NY State financial aid eligibility:**

- a) A course may be repeated and credit earned each time as stated in the course description in the college's Bulletin.
- b) A grade received is passing at the institution, but is unacceptable in the student's major curriculum as stated in the college's Bulletin.
- c) A minimum grade is required to progress to a higher level course as stated in the college's Bulletin.

**3) A student who has accumulated 60 credits toward the degree must have a formally declared major in Quasar at the beginning of the semester in order to be eligible for any NY State aid in that semester.**

**Example:** *Student D is a lower junior and has not formally declared a major, although indicated an interest on the admissions application. Student D is **not** eligible for NY State aid for this semester.*

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Apply now for aid (grants, loans, work, scholarships) for the coming academic year 2006-2007!

Application and aid eligibility information are available at [http://www.qc.cuny.edu/financial\\_aid](http://www.qc.cuny.edu/financial_aid) .

If you need assistance, please call the Office of Financial Aid Services at 718-997-5123.