

# Lewis & Clark College

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Student Financial Services  
0615 S.W. Palatine Hill Road  
Portland, Oregon 97219-7899  
[www.lclark.edu/dept/sfs](http://www.lclark.edu/dept/sfs)

Phone: 503-768-7090  
Fax: 503-768-7074  
E-mail: [sfs@lclark.edu](mailto:sfs@lclark.edu)

## Law School Financial Aid Application Instructions 2007-08

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### Required Documentation

The process of applying for financial aid as a continuing student at Lewis & Clark College is relatively simple. To determine your eligibility for financial aid, we require the following documentation:

#### College Aid Application

Complete the attached College Aid Application and return it to the Office of Student Financial Services. This form is designed to gather information about your plans for the coming academic year, including whether you will be applying for federal financial aid. The College Aid Application establishes your financial aid file in the Office of Student Financial Services and is required for renewal of all institutional grants and scholarships.

*Note: Your College Aid Application must be submitted to the Office of Student Financial Services by March 1, 2007, for priority consideration.*

#### FAFSA/Renewal FAFSA

You must file the Free Application for Federal Student Aid (FAFSA) or Renewal FAFSA with the federal processor to be considered for federal, state, and need-based College financial aid. We encourage you to file your FAFSA online ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)). On the website, a Personal Identification Number (PIN) will serve as your electronic signature and provide access to your personal records. You will be able to use the same PIN to apply electronically for future student aid and to access your U.S. Department of Education records. Your PIN will also allow you to check the status of your FAFSA after you complete the application. PINs are also available for spouses of independent students. The Federal School Code for Lewis & Clark is 003197.

After you submit your FAFSA, the federal processor will send a Student Aid Report (SAR) to the e-mail address you provided on your application. The SAR lists information you reported on the FAFSA and your Expected Family Contribution (EFC). It is important to review your SAR for errors that must be corrected and to determine if additional information is required.

*Note: To receive priority consideration for all sources of need-based financial aid, your FAFSA must be received by the federal processor by March 1, 2007. Use estimated income information if necessary; you will have an opportunity to correct the information later.*

### Additional Documentation

Some students will be asked to provide the following information:

#### Verification Documentation

Your FAFSA may be selected for a process called verification. To determine if your FAFSA was selected, review the SAR. If the SAR indicates your application was selected for verification, we will ask you to submit the following documents:

- A completed verification worksheet (available at [www.lclark.edu/dept/sfs/forms.html](http://www.lclark.edu/dept/sfs/forms.html))
- Signed copies of 2006 federal income tax returns
- Copies of all 2006 W-2 tax and wage statements

*Note: If your FAFSA is selected for verification, a financial aid package will not be prepared for you until you have completed the verification process.*

#### External/Private Resources

Please remember that you must notify the Office of Student Financial Services of any external or private resources you have been awarded, including scholarships and employee benefits. A photocopy of your notification letter indicating the donor name and the amount is sufficient documentation. *External resources must be considered when determining your eligibility for federal financial aid.*

## Satisfactory Academic Progress

College policy and federal regulations require that students make adequate progress toward their intended degrees if they wish to maintain eligibility for financial aid. Students must demonstrate not only that they are earning sufficient credits to complete their degrees within the typical timeframe, but also that they are maintaining a satisfactory cumulative grade point average (GPA).

Law students are required to maintain a minimum cumulative GPA of 2.0 at all times. They must also complete their Day or Evening student status credit requirements each academic year and finish their degree requirements within five years of matriculation.

Students who fail to meet these requirements or who are not in good academic standing with the law school must submit a petition letter if they wish to be considered for continued financial aid eligibility.

*Note: Recipients of merit-based scholarships must also meet renewal standards as identified by their specific awards.*

## Important Contacts and Information

Please contact the Office of Student Financial Services if you have questions about any aspect of the financial aid application process. The office is located in the lower level of Templeton Student Center. It is open 8:30 a.m. to 4 p.m., Monday through Friday.

Lewis & Clark Federal School Code .....003197

Federal Student Aid Information Center..... 800-433-3243

Lewis & Clark Office of Student Financial Services..... 503-768-7090

[www.lclark.edu/dept/sfs](http://www.lclark.edu/dept/sfs)

FAFSA online..... [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

General information on financial aid ..... [www.finaid.org](http://www.finaid.org)



**Certification**

I certify that the information provided on this application is true and complete to the best of my knowledge. I understand that I am responsible for completing my financial aid application in a timely manner. Further, I understand that I must also complete any paperwork (including loan applications) required to secure funding offered in response to my aid application. I understand that failure to do so could affect the types and/or amounts of financial aid I may be awarded. I agree to provide any documentation requested to clarify or verify my application for financial aid. I also agree to notify the Office of Student Financial Services at Lewis & Clark College of any changes to my enrollment plans, any external/private scholarship(s), or any employer-paid educational benefits I receive after the submission of this College Aid Application.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

**Statement Authorizing Release of Financial Aid Information to Individuals**

Federal regulations prohibit the Office of Student Financial Services from discussing your financial aid information with other persons (including your parents or spouse) without your permission. Please complete and sign the statement below if you wish to authorize the College to provide financial aid information upon request to the person(s) indicated. This statement is valid for the 2007-08 academic year only.

I authorize the Office of Student Financial Services at Lewis & Clark College to provide access to my 2007-08 financial aid records to the following person(s):

Name (please print)	Relationship (please print)
_____	_____
_____	_____
_____	_____

Student signature \_\_\_\_\_ Date \_\_\_\_\_