

## Financial Aid Degree-Seeking Status Form

DMACC ID: \_\_\_\_\_ First: \_\_\_\_\_ Last: \_\_\_\_\_

Current Program of Study at DMACC: \_\_\_\_\_ Date: \_\_\_\_\_

Before DMACC can offer you any financial aid award, we need to know if you are working on a DMACC program of study that qualifies you for financial aid. You must be working on an eligible DMACC program in order to receive financial aid. Also, all of your DMACC courses must apply to this DMACC program. In order to help clarify your degree-seeking status, you must complete this form with your Academic Advisor.

### HERE ARE SOME IMPORTANT ITEMS YOU MUST REVIEW PRIOR TO MEETING WITH AN ACADEMIC ADVISOR:

- If you are not seeking to complete a DMACC program, you will not be eligible for financial aid at DMACC.
- Your status is based on your current DMACC program, not a program that you may be admitted to in the future. For example, a pre-Nursing student is *\*not\** in the Nursing program.
- Your courses have to meet a program requirement (for your current DMACC program) that you have not already met with previous credits.
- If you are in a “prep” program (like pre-Nursing) and you have already completed a bachelor’s degree or AA/AS, you are probably not eligible for financial aid at this time. You might become eligible for financial aid once you actually begin the program you are “preparing” to enter.
- Students that complete one DMACC degree must explain which DMACC program they now wish to join before future financial aid eligibility can be considered.
- Guest students, and other non-degree seeking students, are not eligible for financial aid at DMACC. If you are a guest student and are seeking a degree from another institution (for example, if you are an Iowa State student taking DMACC courses during the Summer term), please contact that school’s Financial Aid Office regarding a “consortium agreement.” This type of agreement may allow you to receive financial aid from the school you are seeking a degree from.

### 1. PLEASE INDICATE WHY YOU ARE COMPLETING THIS FORM (THIS IS OUTLINED WITHIN YOUR FINANCIAL AID “REQUIREMENTS” ON THE WEB INFO SYSTEM AVAILABLE AT MY.DMACC.EDU):

- I graduated from a DMACC program and have not yet selected a new program at DMACC.
- I have previously completed a bachelor’s degree at another institution and I am enrolled in an AA, AS, or AGS program at DMACC (for example, the pre-Nursing track). **STOP! You must provide your college transcripts to DMACC so they may be evaluated to determine which courses you require to complete the AA, AS, or AGS program at DMACC. If you have not provided your transcripts, you cannot complete the rest of this form.**
- I have already completed the same or a similar degree at another college.
- I applied to DMACC as a guest student (or other non-degree seeking student), or I am in a program that is not eligible for financial aid.

### 2. NEXT, PLEASE OUTLINE THE STEPS YOU HAVE TAKEN WITH YOUR ACADEMIC ADVISOR TO RESOLVE YOUR DEGREE-SEEKING ISSUES (CHECK ALL THAT APPLY):

- I have changed or updated my program of study or admission status at DMACC.
- I have provided my other college transcripts for evaluation.
- I am not seeking a DMACC degree or am not taking coursework needed for an eligible DMACC diploma or certificate program.

**3. NEXT, YOU MUST CONFIRM YOUR DEGREE-SEEKING INTENT BY SIGNING BELOW:**

Degree Intent: I verify that I am pursuing an eligible program from Des Moines Area Community College and all classes enrolled in now and in the future will apply towards my DMACC program of study. If you are currently not enrolled, your eligibility will be evaluated upon enrollment.

Student's Signature: \_\_\_\_\_

**4. FINALLY, COMPLETE THE FOLLOWING SECTION WITH YOUR ACADEMIC ADVISOR, PATHWAY NAVIGATOR, OR COUNSELOR:**

Counselor/Advisor:

- I verify that on this date the student is enrolled in only degree-seeking classes at DMACC and have provided a Degree Audit (please attach) confirming all of the student's classes apply towards his or her current DMACC program of study.
- I verify that the student has been informed of the required coursework for his or her current program of study at DMACC. The student is not currently enrolled, and a Degree Audit is not necessary.
- I verify that the student inadvertently applied for admission as either a Guest, Not Degree-Seeking or an Ineligible Program and has now changed their status. A Degree Audit is not required if the student is not currently or previously enrolled at DMACC.
- Student is not seeking a DMACC degree or is not taking coursework needed for an eligible DMACC program.

Counselor/Advisor (Printed Name): \_\_\_\_\_ Date: \_\_\_\_\_

Counselor/Advisor (Signature): \_\_\_\_\_

Counselor/Advisor Notes:

\_\_\_\_\_  
\_\_\_\_\_

**Counselor/Advisor:** Complete this section if the student has earned a bachelor's degree or similar degree from another institution and their current program of study at DMACC is an AA, AS, or AGS (transfer) program. Please complete a **graduation plan** with the student for their current program of study at DMACC (AA, AS, or AGS program) and route this form along with the plan to Credentials. **STOP! The student must provide their prior college transcripts to DMACC so they may be evaluated to determine which courses are required to complete the AA, AS, or AGS program at DMACC. If the student has not provided their transcripts, you cannot complete this form and it cannot be submitted to the DMACC Financial Aid Office.**

**DMACC Credentials Department:** I verify the student has provided their official transcript from the institution where the student earned his or her bachelor's degree. I confirm that the student is currently enrolled in ONLY coursework that applies toward his or her current program of study at DMACC and the courses outlined on his or her graduation plan are required in order for the student to graduate from the DMACC program.

DMACC Credentials (Printed Name): \_\_\_\_\_

DMACC Credentials (Signature): \_\_\_\_\_

This form and supporting documentation (i.e., Degree Audit, Graduation Plan) must be submitted to: Des Moines Area Community College, Financial Aid Office, Bldg. 1, 2006 S. Ankeny Blvd, Ankeny, IA 50023 or faxed to (515) 965-7124. You may e-mail this form and supporting documentation to [finaid@dmacc.edu](mailto:finaid@dmacc.edu). For security reasons, you must use your DMACC e-mail address when e-mailing documents containing personal information to the DMACC Financial Aid Office.