Rights, Responsibilities & Privacy

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General Description

Policy Summary:

Trinity University is committed to helping students obtain the maximum amount of financial assistance legally and fiscally possible. However, students must assume responsibility for complying with all requirements necessary to process their financial aid. Additionally, it is the responsibility of students (and not Trinity University) to ensure their financial obligations are properly met.

Policy Content

Rights & Responsibilities

Your award package may include need-based aid from federal, state and institutional sources, and other educational benefits you may expect to receive from outside sources. Some awards are contingent upon available funding and your success in meeting the student eligibility requirements. It is very important that you know and understand the eligibility criteria for your financial aid awards, as well as the difference between the awards, what is required to keep and renew each type of award, and how your aid and awards may change in future years.

University gift aid (scholarships and grants) cannot exceed tuition and may be received for a maximum of 8 semesters. Your total need-based aid cannot exceed your demonstrated financial need. Additionally, your total financial aid package, including need-based, non-need-based and merit-based aid, cannot exceed the total cost of attendance (COA) at Trinity.

If a student withdraws from Trinity University and received financial aid, the student may owe a refund to federal or state programs or to Trinity.

Privacy

The Office of Financial Aid at Trinity is committed to keeping your financial aid information confidential and secure and complies with the Family Educational Rights and Privacy Act (FERPA) of 1974, as

amended, which protects the privacy of student educational records. If a deposited or enrolled student wishes to grant parental access to his or her Trinity records, including financial aid information, they must fill out a written release in compliance with the Family Educational Rights and Privacy Act (FERPA).

Trinity University only uses your personal information to administer financial aid and will not sell or provide your personal information to others. In addition, Trinity University has policies and procedures in place that protect your personal information from unauthorized use or disclosure.

Generally, Trinity University's Office of Financial Aid destroys financial aid records five years after the student graduates. Some records may have shorter or longer retention requirements.

You have the right to inspect, review and request copies of your financial aid records. You may review only your own record. If your record contains information about other students, disclosure cannot include information regarding the other students. You also have the right to correct inaccurate information in your financial aid record. Our office must receive in writing a statement outlining the inaccurate information and documentation that supports the correct information.

Revision Management

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Vice President Approval:

Enter Vice President(s) that are responsible for approving this document

Name:	Title:
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