

# URGENT NOTICE

## THIS LETTER REQUIRES IMMEDIATE ACTION TO ENSURE YOUR CONTINUED FINANCIAL AID

Dear Student,

Federal regulations require that a student be enrolled in an eligible program in order to receive financial aid for that program. Our records indicate that you listed **NURSING** as your program of study but have not yet been officially accepted into this program. The **NURSING PROGRAM** requires a student meet certain criteria as outlined in the college catalog in order to be accepted. Therefore, until you have been officially accepted into the Nursing Program, you must select a different program of study.

At this time, a "Nursing Program" document has been added to your financial aid requirements. This document will prevent any financial aid awards from being disbursed to you.

In order to clear this document hold, you must do the following:

1. If you do plan to pursue Nursing as your program of study, but have not been officially accepted into this program, you must select another program of study such as **General Studies Natural Sciences Pattern III (3-GNSPIII-AA)**. or
2. If Nursing is no longer your program of study, please update your program accordingly. Please note, not all programs offered are eligible for federal and/or state financial aid. For a list of eligible programs please visit our website.

### Instruction on how to update my program of study on my student portal(MyVCCCD):

- Log onto portal MyVCCCD
- Once logged on click on the "**my college tab**"
- Look for the box that says "**my student records**" and click on "**update college, program and goal**" link
- Once you click on the **Update College**, program and goal it will take you to a separate page where you have to select a term
- **Select the term** you are trying to update (ex. **Fall 2016**)
- Once you click on the term year you want to update it will take you to a new page where it will show your old major. Below there will be a section called "**New Selection for Fall 2016**" here you will be able to change your major and update your educational goal if needed.

Should you need further assistance or guidance in selecting the appropriate program of study, please contact the counseling office at (805) 378-1428 or if you participate in the Extended Opportunity Programs and Services (EOPS) program, please call (805) 378-1464 or if you receive services from Access please call (805) 378-1461 for further assistance.

Once you select an eligible program of study, the Financial Aid requirement will automatically be satisfied and your financial aid process will continue.

Thank you,

The Moorpark College Financial Aid Office