

Important Enrollment Information for Fall 2017

- **Address change:** Please verify your address on your printed schedule. If it is incorrect, please complete a "Name/Address Change" form immediately either online at www.crowder.edu or by going to the Student Affairs office or a Center's Main Office.
- **Financial Aid:** Be sure to complete the **2017-2018 FAFSA** if you believe you are Pell-grant eligible. If you plan to apply for a student loan you must enroll in at least 6 hours.
- **Fall 2017 billing:** In order to avoid being placed on the drop list, your student account must have one of the following payment arrangements in place by **Friday August 25, 2017.**
 - **Paid in full.**
 - **Financial aid complete.** You must have a correct FAFSA and all additional requested documents on file. If you have any questions about this, call the Financial Aid Office at 417-455-5419.
 - If you are a transfer student and have completed more than 96 hours you are not eligible for financial aid.
 - **Nelnet monthly payment plan complete.**
 - Enroll by June 16, 0% down 5 payments June-Oct
 - Enroll by July 16, 0% down 4 payments July-Oct
 - Enroll by Aug 10, 25% down 3 payments Aug-Oct
 - Enroll by Sept 10, 50% down 2 payments Sept & Oct
 - Go to <https://my.crowder.edu/ics> (beginning May 1, 2017) to enroll in the payment plan and select payment options or contact the Cashier's Office at 417-455-5673 or 417-455-5402 for information.
 - **Have outside funding to cover entire account confirmed with the Financial Aid Office.** You must have Crowder scholarships or other outside scholarships which can be confirmed with the Financial Aid office.
- **Dropping a class:** You must complete a drop or withdrawal form if you stop going to class or if you never attend a class for which you enrolled.
- **Books:** Bookstores are located on the Cassville, McDonald County, Neosho, Nevada, and Webb City campuses. Neosho is the main campus Bookstore and houses books for all locations and online classes. All online book orders are shipped from Neosho. Other bookstore locations ONLY stock books for classes offered at that location. Books for Monett should be available at the closest location or may be ordered online. A photo ID is required to purchase books.
- **Online books** must be requested online, or picked up in Neosho, by each student taking an online class.
 1. Go to Crowder College website: www.crowder.edu
 2. Click on Services, Bookstore
 3. Click on Visit our Website
 4. Choose Books option
 5. Browse Textbooks
 6. Choose Semester (Fall: 08 2017)
 7. Browse by Department (scroll through listings by ART, BIOL, etc.)
 8. Browse Course and select Book (ensure you select the course you are enrolled in)
 9. Add to Shopping Cart
 10. Checkout and Create Account

Books will be mailed to your home. Shipping charges apply.
- **Policy updates** not included in the catalog will be available on the website: www.crowder.edu
- **Student ID & Refunds:** Crowder College has partnered with BankMobile Disbursements to deliver refunds. Be sure to have your photo taken for your student ID card, which is referred to as a Crowder OneCard. Watch for this card to arrive in the mail in a bright green envelope. Students should visit CrowderOneCard.com to select a refund preference.



www.crowder.edu

Cashier's Office
417-455-5673
417-455-5402

Fall 2017 Dates to Add/Drop Classes

16-week classes beginning on August 21, 2017

% of Tuition/Fees Refund	% of Payment owed Crowder College	FINAL Date to Withdraw
100%	0%	September 11, 2017
50%	50%	September 19, 2017
0%	100%	November 8, 2017
Last date to return books when dropping 16-week classes (on qualifying books): September 11, 2017		

1st 8-week classes beginning on August 21, 2017

% of Tuition/Fees Refund	% of Payment owed Crowder College	FINAL Date to Withdraw
100%	0%	August 30, 2017
50%	50%	September 5, 2017
0%	100%	September 28, 2017
Last date to return books when dropping 1st 8-week classes (on qualifying books): September 11, 2017		

2nd 8-week classes beginning on October 16, 2017

% of Tuition/Fees Refund	% of Payment owed Crowder College	FINAL Date to Withdraw
100%	0%	October 25, 2017
50%	50%	October 30, 2017
0%	100%	November 27, 2017
Last date to return books when dropping 2nd 8-week classes (on qualifying books): October 25, 2017		

If you are on Financial Aid Suspension or Academic Suspension, the appeal deadlines are as follows:

Financial Aid Suspension: No later than Monday the week before classes begin

1st Academic Suspension: No later than Monday the week before classes begin

2nd Academic Suspension: Fall Semester – 1st Monday in August

2nd Academic Suspension: Spring Semester – 1st Monday in January

Please see the Financial Aid office or Records office for additional details regarding appeals.

If you have questions regarding financial aid, please contact the Financial Aid Office.

General inquiries and correspondence should be directed to:

P: 417-455-5419 F: 417-455-5731

financialaid@crowder.edu

Scholarships

P: 417-455-5678

scholarship@crowder.edu

Veterans Coordinator

P: 417-455-5434

veterans@crowder.edu

NEED FINANCIAL AID AWARD INFORMATION, GRADE REPORT, UNOFFICIAL TRANSCRIPT, PROJECTED GPA, ACCOUNT INFORMATION, ETC.?

Log into <http://my.crowder.edu/ics> or www.crowder.edu and click on "My Crowder." If it is your first time to log in, enter your username (Crowder ID number) and click "I forgot my password." A password will be sent to your Crowder email address. Your Crowder email address is firstname.lastname@crowder.edu (no space, lower case) Example: janedoe@crowder.edu. Log into your Crowder email to get your password to use for your login address. Once in "My Crowder" click on Personal Information and the Password tab to change your password for future use.

To select any of the above items, you will need to click on the **Academics** tab (for grade reports, unofficial transcripts, GPA information, etc.) or the **Finances** tab (billing information and Financial Aid information) and select a link for the appropriate document on the left of the screen.

To check on the status of your financial aid, please keep looking for information on My Crowder.