



# HINDS COMMUNITY COLLEGE

BAND DEPARTMENT • P.O. Box 1100 • Raymond, Mississippi 39154-1100

Shane Sprayberry, Director of Bands and Music Department Chair

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May 29, 2019

Eagle Band Members,

Thanks for choosing to be a part of the 2019 Eagle Marching Band! We're very excited about the upcoming year and we're looking forward to investing in your education here at Hinds Community College.

I have enclosed all the information you will need to know for the upcoming fall semester. Please read all the materials in this packet and be sure to call or email if you have any specific questions. In addition, I'll be sending out leadership applications to sophomores and select freshmen in the coming days. I will provide you with a link to apply for one of our many leadership positions within the Eagle Band.

As you may already know, this year's halftime show is "**Freddie!**" the music of Queen. Steve Martin and Paul Heindl are working on some outstanding arrangements and we're sure you'll love it!

This packet includes:

- Band Camp Schedules
- The fall calendar
- Financial aid & scholarship policies
- Band information
  - Chair audition information
  - Dorm information (band move in dates and instructions)
  - Required purchases, fees, etc

Have a great summer and send an email if you have any questions – I'll be in the office most every day.

Sincerely,

J. Shane Sprayberry  
Music Department Chair & Director of Bands  
Hinds Community College

# HINDS COMMUNITY COLLEGE BAND

## FULL BAND CAMP SCHEDULE - 2019

### Monday, August 5

Leadership Camp See attached schedule  
Guard/Hi-Stepper/Percussion DORM Check-in See attached schedule  
Managers DORM Check-in See band information

### Monday, August 5 – Friday, August 9

Guard/Hi-Stepper/Percussion Camp See attached schedule

### Friday, August 9

8:00-10:00am **DORM CHECK-IN** for Brass and Woodwinds (check-in times are NOT flexible)  
1:00 pm **ALL WINDS check-in at Band Hall** (Band Hall Lobby)  
3:00 pm **WINDS AUDITION FOR CHAIR PLACEMENT** (Band Hall)  
5:00 pm **FULL BAND MEETING** (Reeves Hall, Room 165)  
5:30 pm **DINNER** (on your own)

### Monday, August 12 – Thursday, August 15

*Shoe orders will be held on Tuesday, August 13<sup>th</sup> at 5pm in the band hall lobby.*

8:30 am **FULL BAND REHEARSAL** on practice field  
11:30 am **LUNCH**  
1:00 pm **SECTIONALS**  
Brass – Band Hall A      Woodwinds – Band Hall B      Percussion – Percussion Room  
Guard – Mayo Gym      Hi-Steppers – Bee Hall  
3:30 pm **Winds and Percussion Rehearsal** (Band Hall A) *All other groups continue with sectionals as usual*  
5:00 pm **DINNER**  
6:00 pm **FULL BAND REHEARSAL** on practice field  
8:00 pm **DISMISS**

### Friday, August 16

8:30 am **FULL BAND REHEARSAL** on practice field  
11:00 am **DISMISS**  
**LUNCH** available for dorm students in cafeteria.

### Monday, August 19

1:00 pm **Meet in Band Hall A** for roll call and paperwork – we will not rehearse.  
1:30-2:45 pm **Color Guard Sectional** (regular sectional day/time will begin on Monday, August 26<sup>th</sup>)  
1:30-2:45pm **Percussion Sectional** (regular sectional day/time will begin on Monday, August 26<sup>th</sup>)

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### Reminders

- Dorm Students: **Check-in is from 8am-10am only.** Go to your dorm to pick up room keys. Call housing if you have any questions before moving in - the directors will not be able to help you on move in day.
- Commuters: Make necessary arrangements for traffic and travel in the mornings. Do not be late for rehearsals.
- The cafeteria may not be available during the first week of camp – we will let you know upon arrival to camp. Please do not go to the cafeteria for meals unless instructed to do so.

# HINDS COMMUNITY COLLEGE BAND

## LEADERSHIP CAMP SCHEDULE - 2019

### Monday, August 5 (Leadership team only)

- 8:00 am      **Leadership Team DORM check-in**  
Go to your dorm room to pick up keys  
This time is not flexible - please don't be late  
Commuters report to band hall at 9:00 am
- 9:00 am      **Leadership Meeting, part 1** (Band Hall A)  
Getting to Know You/Being an Effective Leader  
Leadership Positions and Assignments  
Reading drill charts and coordinate sheets  
Marching Fundamentals  
Uniform/Instrument Checkout as time allows
- 12:00 pm     **Lunch provided**
- 1:00 pm      **Guard/Hi-Stepper/Percussion rehearsals begin**  
**Leadership Meeting, part 2 (Brass and Woodwinds only)**  
Uniform/Instrument Checkout  
Marching fundamentals continued  
Flip folder prep (as needed)  
Other duties as assigned
- 5:00 pm      **Dismiss** (dinner provided for dorm students)

### Monday, August 5 – Friday, August 9

Guard/Hi-Stepper/Percussion Camp      See attached schedule

### Friday, August 9

Brass and Woodwinds Check-in/Audition for Chairs      See attached schedule

### Monday, August 12 – Friday, August 16

Full Band Camp      See attached schedule

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### Reminders

- Dorm Students: **Check-in is from 8am-9am only.** Go to your dorm to pick up room keys. Call housing if you have any questions before moving in - the directors will not be able to help you on move-in day.
- Commuters: Make necessary arrangements for traffic and travel in the mornings. Do not be late for rehearsals.
- The cafeteria may not be available during the first week of camp – we will let you know upon arrival to camp. Please do not go to the cafeteria for meals unless instructed to do so.

# HINDS COMMUNITY COLLEGE BAND

## GUARD/HI-STEPPER/PERCUSSION CAMP - 2019

### Monday, August 5

8:00-10:00 am **Dorm Check-in** (times are not flexible – please don't be late)  
9:00 am **Leadership Team Meeting** (see Leadership Camp schedule)  
12:00 pm **Lunch on your own**  
1:00 pm **Check-in at Band Hall**  
**Camp Meeting** (Band Hall A)  
**Rehearsals begin**  
5:00 pm **Dinner** (location TBA)  
6:00 pm **Rehearsal**  
8:30 pm **Dismiss**

### Tuesday, August 6 – Thursday, August 8

8:30 am **Rehearsal**  
12:00 pm **Lunch** (location TBA)  
1:00 pm **Rehearsal**  
5:00 pm **Dinner** (location TBA)  
6:00 pm **Rehearsal**  
8:30 pm **Dismiss**

### Friday, August 9

8:30 am **Rehearsal**  
11:00 am **Lunch** (location TBA)  
1:00 pm **Rehearsal**  
5:00 pm **FULL BAND MEETING** - Reeves Hall, Room 165  
5:30 pm **DISMISS**  
**DINNER** on your own

### Monday, August 12 – Friday, August 16

Full Band Camp See attached schedule

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### Reminders

- Dorm Students: **Check-in is from 8am-10am only.** Go to your dorm to pick up room keys. Call housing if you have any questions before moving in - the directors will not be able to help you on move-in day.
- Commuters: Make necessary arrangements for traffic and travel in the mornings. Do not be late for rehearsals.
- The cafeteria may not be available during the first week of camp – we will let you know upon arrival to camp. Please do not go to the cafeteria for meals unless instructed to do so.

# HINDS COMMUNITY COLLEGE BAND

## Fall 2019 Band and Hi-Stepper Rehearsal/Performance Calendar

### Regular Rehearsal Times and Sectionals

**Full Band:** Monday-Thursday 1:00-2:30 pm    **Guard:** Mondays 2:45-4:00 pm  
**Hi-Steppers:** Tuesdays 2:45-4:00 pm & Friday 12:30-3:30pm    **Percussion:** Mondays 2:45-4:00 pm

## August

5 (Monday)	Leadership Camp	See camp schedule
5-9 (Mon-Fri)	Guard/Hi-Stepper/Percussion Camp	See camp schedule
9 (Friday)	Winds Check-In and Chair auditions	See camp schedule
12-16 (Mon-Fri)	Full Band Camp	See camp schedule
28 (Wednesday)	Meet the Eagles	Report time: 5:30 pm Start time: 6:00 pm
29 (Thursday)	HOME GAME – East Mississippi	Report Time: 5:00 pm Game time: 6:30 pm
31 (Saturday)	Hi-Steppers at Raymond Fair	Report Time: 9:00 am Perform time: 10:00 am

## September

5 (Thursday)	AWAY GAME – Mississippi Delta	Not Attending
12 (Thursday)	AWAY GAME – Jones County (attendance tentative)	Depart Time: 3:00 pm Game time: 7:00 pm
19 (Thursday)	HOME GAME – Southwest	Report Time: 5:00 pm Game time: 6:30 pm
26 (Thursday)	AWAY GAME – Pearl River	Depart Time: 2:00 pm Game time: 6:00 pm
28 (Saturday)	EXHIBITION at Brandon HS	Depart time: TBA Performance time: TBA

## October

2 (Wednesday)	Homecoming Rehearsal in stadium  Pep Rally (tentative)	Report time: 5:00 pm Rehearsal: 5:30-6:30 pm Start Time: 6:30 pm
3 (Thursday)	HOME GAME – Coahoma <i>HOMECOMING</i>	Report time: 5:30pm Game time: 7:00 pm

# October

10 (Thursday)	HOME GAME – Co-Lin <i>Thursday Night Lights</i>	Report time: 5:00 pm Game time: 6:30 pm
12 (Saturday)	EXHIBITION at Pearl HS	Depart time: TBA Performance time: TBA
17 (Thursday)	AWAY GAME – East Central	Not Attending
24 (Thursday)	HOME GAME – Gulf Coast	Report time: 5:00 pm Game time: 6:30 pm

# November

2 (Saturday)	District Playoffs	Report time: TBA Game time: TBA
2 (Saturday)	Drumline and Hi-Steppers Metro Heart Walk	Report Time: 7:30 am Perform Time: 8:45 am
4-7 (Mon-Thurs.)	SPRING BAND AUDITIONS <i>Dates subject to change based on playoff schedule</i>	Schedule: TBA
9 (Saturday)	State Playoffs	Report time: TBA Game time: TBA
14 (Thursday)	Hi-Steppers at Miss Hinds Pageant	Report Time: TBA

# December

3 (Tuesday)	Christmas Spectacular Dress Rehearsal <i>(Tentative date) Various groups</i>	Report time: 5:30 pm
5 (Thursday)	Christmas Spectacular Performance <i>(Tentative date) Various groups</i>	Report time: 5:00 pm Start time: 7:00 pm
6 (Friday)	Candlelight Tours (Old Capitol) Brass Quintet and Woodwind Ensemble	Time: TBA
7 (Saturday)	Local Christmas Parade	Depart Time: TBA Parade Start: TBA
7-8 (Sat-Sun)	Possible Bowl Game	Report Time: TBA Game time: TBA
9 (Monday)	ALL STUDENTS CHECK IN ALL FEES DUE	Time: 1:00-2:30 pm

# HINDS EAGLE BAND INFORMATION - 2019

All of this information can be found on the band website – [www.hindsc.edu/band](http://www.hindsc.edu/band)

Please read carefully - you are responsible for all information below!

Updated: May 28, 2019

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## SCHOLARSHIPS - FINANCIAL AID - FEES - APPEALS

In order to run the proper financial aid reports we had to add your band scholarship as a "\$0" amount. This will be changed to the amount on your contract and adjusted according to federal, state, college, and band contract rules. Please do not contact the financial aid office about having a zero amount. The band scholarship will not be added to your account until late July. If you receive a statement before that, please disregard it. If you receive a statement after August 1<sup>st</sup>, contact the band office immediately. **Remember that you must enroll in 15 hours of classes before your scholarship will be posted to your account.**

You will receive an email statement after July 1<sup>st</sup> regarding band fees (sent to your Hinds email account). These fees are due upon arrival to band camp unless you are due a refund from financial aid in which case the band fees will be automatically be pulled from your refund. Please DO NOT send payments through the mail. The statement will contain specific instructions on how to make payments.

Sophomores: If you're on unsatisfactory or warning status you should have received from me with directions on filing an appeal with the band department. Please check your Hinds email. Please do not send messages through Canvas or text.

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## WIND PLAYER CHAIR PLACEMENT & INSTRUMENT CHECKOUT

### Chair Placement Auditions

- All Major Scales (judge will choose 2-3)
- Chromatic Scale (full range of the instrument)
- Sight Reading (provided by judge)

*All brass and woodwinds are required to audition for chair placement. All French horn players will audition on mellophone. Flute players may audition on flute or piccolo. See the camp schedule for audition dates and times.*

### Instrument Checkout

- You must be registered as a full time student to check out an instrument or equipment from the band.
- You may begin checking out instruments after Wednesday, July 17, 2019.
- Contact Dr. Boatman for instrument checkout: 601-857-3639 or [Olivia.boatman@hindsc.edu](mailto:Olivia.boatman@hindsc.edu)
- If you need a clarinet, trumpet, or trombone, please contact Dr. Boatman immediately. We have a limited supply.
- All flute players will play piccolo for marching band. If you already own a piccolo in good playing condition, please contact Mr. Sprayberry at [jssprayberry@hindsc.edu](mailto:jssprayberry@hindsc.edu) so the fee can be removed from your band account. Otherwise, one will automatically be assigned to you.

*All students playing school owned instruments are required to pay a \$75 checkout fee per instrument per semester. Sousaphones and tubas are \$100 per instrument per semester. All fees are due upon check in at band camp. You **DO NOT** have to bring payments if you check out an instrument before camp begins. A late fee of \$10/month will be added for fees not received by the first day of classes.*

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## BY-PASS and COMPASS TESTS

Please make arrangements with the counseling office and/or other departments on campus to take this test *without* missing band rehearsals. Multiple times for these tests are available upon your request. This includes tests for Algebra and English Composition.

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## MARCHING SHOES

Winds and Percussion are required to wear black marching style shoes (no patent leather). If you need to order shoes, a representative will be here to measure on **Tuesday, August 13<sup>th</sup>** during band camp. **Cost is \$40 and will be paid directly to the Hinds Band. Cash, money orders, or checks only, please.**

Color Guard members will purchase shoes at band camp, as well - the cost is \$40. Bring this amount with you to camp and order on **Tuesday, August 13<sup>th</sup>** with the winds and percussion students.

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## DORM INFORMATION

You will move into your regular dorm room when camp starts. The move in dates for band are different from the letters you receive from the housing office. Please follow the dates below.

Move in dates (see camp schedule for more details)

- Monday, August 5, 2019 – 8:00-10:00 am (Times are not flexible)
  - Guard/Hi-Stepper/Percussion/Leadership Team/Managers
- Friday, August 9, 2019 – 8:00-10:00 am (Times are not flexible)
  - Brass and Woodwinds

All *new* dorm students (including sophomores) are required to attend a summer dorm orientation. Please make sure you attend orientation BEFORE band camp. **If you receive a letter stating that you are to attend orientation during band camp, please contact Mr. Sprayberry immediately: 601-857-3273 or [jssprayberry@hindsc.edu](mailto:jssprayberry@hindsc.edu). DO NOT contact the housing office with this conflict.**

Check your account online to find out what dorm/room you are in for the fall. The band directors will not be able to assist you on move-in day.

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## BAND T-SHIRT & SHORTS

*The bookstore will begin selling band shirts and shorts after August 13, 2019. Please do not contact them before that date. They will take cash, credit cards, or checks. You should also be able to use any leftover financial aid to purchase these items.*

**ALL PURCHASES MUST BE MADE BEFORE THE LAST DAY OF BAND CAMP. YOU WILL WEAR YOUR SHIRT AND SHORTS AT FRIDAY’S CAMP RUN THROUGH AND FOR THE GROUP PICTURE.**

See below for required minimum purchases. Most students purchase 2 shirts:

**Winds and Percussion** (\$20-30 for shirt and shorts)

- **Dry-Fit Band Shirt** (Same as 2018). (Optional purchase if you own a band shirt from last year.)
- **Band shorts** (Optional purchase if you own shorts from last year.)(Women may purchase ladies cut shorts.)

**Guard** (\$20-30 for shirt and shorts)

- **Dry-Fit Guard Shirt** (REQUIRED PURCHASE – NEW DESIGN).
- **Band Shorts** (Optional purchase if you own band shorts from last year.)

**Managers** (\$20-30 for shirt and shorts)

- **Dry-Fit Band Shirt** (Same as 2018). (Optional purchase if you own a band shirt from last year.)
- **Band Shorts** (Optional purchase)

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## LESSONS & SECTIONALS

*Please note sectional day and time for guard and percussion! Do not schedule a class during this time.*

**Guard: Mondays - 2:45-4:00 pm**

**Percussion: Mondays 2:45-4:00 pm**

**Brass and Woodwinds** Please make sure your class schedule is complete by mid-July to avoid complications in scheduling your lessons. Each studio instructor will schedule your lesson time based on your schedule.

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**BAND CAMP** *Please refer to mail-out and website for camp schedules.*

DRINK PLENTY OF WATER before and during camp. It is important to hydrate your body before spending hours in the hot sun. Fainting is a result of dehydration and heat. Take care of yourself – we want you around! **DON'T SKIP MEALS** before or during band camp. Not eating increases your chances of having serious issues during outside rehearsals.

Bring the following items: sunblock, sunglasses, and **athletic shoes ONLY** (NO SANDALS, FLIP FLOPS, CROCS, BOOTS, VIBRAMS, CHACOS or other open toe shoes are allowed). Bring a cooler if you like. Water and Gatorade will be provided and multiple breaks will be taken.

**CAMP MEALS**

We will cover dorm and commuter meals during the first week of camp (August 5-9) and will let you know where those meals will be served. Please **DO NOT** go to the cafeteria unless otherwise instructed. We will cover commuter meals during the second week of band camp, as well.

Students with a dorm room will begin using their ID/Meal plan on the morning of Monday, August 12<sup>th</sup> (subject to change) Commuters and students on the dorm waiting list will need to get a meal ticket from the band department. Meals will not be provided by the band or cafeteria on the evening of August 9<sup>th</sup> or over the weekend of August 10<sup>th</sup> and 11<sup>th</sup>.

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**UNIFORM INFORMATION**

Uniforms are provided at no additional fee, except for personal wear or additional cleaning due to improper care. Uniforms will be checked out prior to each game. Students are not allowed to take uniforms home. Uniform cleaning will be the responsibility of the Hinds Band Department.

Winds and Percussion: You are required to wear an approved Eagle Band shirt and band shorts under your uniform (purchased at bookstore – information above). Black socks are also required. Black gloves will be provided at the first game. Each additional pair of gloves will cost \$5. You may need to order marching shoes. See above for more information.

Color Guard: Your uniform will be purchased by the band department. You will be responsible for purchasing any additional garments and shoes as designated by the band director. Information about these items will be sent in a separate letter.

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**BAND MANAGERS**

If you have signed up to be a band manager for the fall 2019 semester, please read below:

You will move into the dorms when the LEADERSHIP TEAM MEMBERS move in on Monday, August 5<sup>th</sup>. Please see the camp schedule for more information. We will have a meeting and training session on Tuesday, August 6, 2019 at 2pm in the band hall lobby. This schedule is subject to change and you will be notified via email.

All managers will purchase the wind/percussion band shirt from the bookstore. You are not required to purchase the shorts. In addition, all managers will wear **CLOSED TOE** shoes during all rehearsals, events, games, etc. *Flip-flops are not acceptable.* In fact, it's dangerous to wear those while moving heavy equipment. If you are wearing flip-flops or sandals of any kind you will be asked to retrieve proper shoes.

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## **Cost of Attendance (COA)**

The COA for a student is an estimate of that student's educational expenses for the period of enrollment. The COA rules are set by the federal government – not by Hinds CC or the Band Department.

The COA sets a limit of the total aid that a student may receive for purposes of Campus-Based Programs, and Stafford/PLUS loans, and is one of the basic components of the Pell Grant calculation.

The COA is generally the same for each group of students (i.e. Dorm, Commuter, etc).

A student's COA is the sum of the following basic educational elements:

- Tuition and fees
- Books and educational supplies
- Room and board
- Transportation (not the purchase of a vehicle)
- Miscellaneous personal expense (as related to education)
- *Certain other elements may be considered on a case-by-case basis.*

The financial aid office is solely responsible for assigning the COA to each student's account. The band department and other award issuing entities are in no way responsible for setting or changing the COA.

The band award is based on the students overall COA, the band scholarship budget, student financial need, audition, interview, and experience in the Hinds band program (sophomore). Every effort is made to fairly administer and distribute band awards to each student.

Grants, loans and work study are a major factor when calculating the COA. Students who receive loans and work study estimates along with other awards will encounter issues when receiving band awards. The financial aid office assumes responsibility for adjusting band awards based on all COA factors and overall awards. The director of bands may or may not be made aware of these adjustments. In the event your award is adjusted, the FA office or the band office will contact the student via email or phone call.

The COA is figured on both a semester and yearly basis. This can be confusing. For example, if a student receives a full ACT scholarship and a \$2500 band scholarship for the fall semester, he/she may only be eligible for a \$1000 scholarship the following spring. When band contracts are issued, there is no possible way to know what your financial aid package will be. It cannot be fully determined until the beginning of the fall term. That is why adjustments are made to your band award after contracts are sent and/or signed.

If you have questions regarding the reduction of your band award, please contact the band director first. He will then contact the FA office to resolve the issue or present you with options.



## Satisfactory Academic Progress Policy

Hinds Community College is required by federal regulations to establish minimum standards of satisfactory academic progress (SAP) to determine a student's eligibility for the following Title IV Federal Financial Aid programs:

- Federal Pell Grant (PELL)
- Federal College Work-Study (FWS)
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- William D. Ford Direct Loan Program (SUB & UNSUB)

Hinds Community College has determined that all students will fall under the same Satisfactory Academic Progress Policy. To receive and maintain financial assistance, students must make satisfactory progress toward the completion of an eligible academic or career-technical program of study. The following is in compliance with the federal guidelines for Satisfactory Academic Progress.

**1. A student must pass 2/3 of cumulative semester hours attempted. This includes withdrawn and repeated class hours.**

### Semester Hours Attempted

	1	2-3	4	5-6	7	8-9	10	11-12	13	14-15	16	17-18	19
Hours to Pass	1 Hr.	2 Hrs.	3 Hrs.	4 Hrs.	5 Hrs.	6 Hrs.	7 Hrs.	8 Hrs.	9 Hrs.	10 Hrs.	11 Hrs.	12 Hrs.	13 Hrs.
	<b>20-21</b>	<b>22</b>	<b>23-24</b>	<b>25</b>	<b>26-27</b>	<b>28</b>	<b>29-30</b>	<b>31</b>	<b>32-33</b>	<b>34</b>	<b>35-36</b>	<b>37</b>	<b>38-39</b>
Hours to Pass	14 Hrs.	15 Hrs.	16 Hrs.	17 Hrs.	18 Hrs.	19 Hrs.	20 Hrs.	21 Hrs.	22 Hrs.	23 Hrs.	24 Hrs.	25 Hrs.	26 Hrs.
	<b>40</b>	<b>41-42</b>	<b>43</b>	<b>44-45</b>	<b>46</b>	<b>47-48</b>	<b>49</b>	<b>50-51</b>	<b>52</b>	<b>53-54</b>	<b>55</b>	<b>56-57</b>	<b>58</b>
Hours to Pass	27 Hrs.	28 Hrs.	29 Hrs.	30 Hrs.	31 Hrs.	32 Hrs.	33 Hrs.	34 Hrs.	35 Hrs.	36 Hrs.	37 Hrs.	38 Hrs.	39 Hrs.
	<b>59-61</b>	<b>61</b>	<b>62-63</b>	<b>64</b>	<b>65-66</b>	<b>67</b>	<b>68-69</b>	<b>70</b>	<b>71-72</b>	<b>73</b>	<b>74-75</b>	<b>76</b>	<b>77-78</b>
Hours to Pass	40 Hrs.	41 Hrs.	42 Hrs.	43 Hrs.	44 Hrs.	45 Hrs.	46 Hrs.	47 Hrs.	48 Hrs.	49 Hrs.	50 Hrs.	51 Hrs.	52 Hrs.
	<b>79</b>	<b>80-81</b>	<b>82</b>	<b>83-84</b>	<b>85</b>	<b>86-87</b>	<b>88</b>	<b>89-90</b>	<b>91</b>	<b>92-93</b>			
Hours to Pass	53 Hrs.	54 Hrs.	55 Hrs.	56 Hrs.	57 Hrs.	58 Hrs.	59 Hrs.	60 Hrs.	61 Hrs.	62 Hrs.			

**2. A student must also maintain a minimum cumulative grade point average (GPA) based on semesters attempted as outlined in the chart below.**

Cumulative semesters attempted (full or part-time)	1 <sup>st</sup>	2 <sup>nd</sup>	3+
Minimum Cumulative Grade Point Average	1.75	1.85	2.00

**3. A student receiving financial aid is expected to complete his/her program of study within a time frame not to exceed 150% of the published length of that program. Based on a standard 62 hours AA or AAS degree program of study, 93 semester hours is the maximum number of hours for the 150% rule.**

**I. Status Review & Notification:** At the end of each semester, including summer, the Office of Financial Aid will notify in writing a student who fails to meet conditions 1 and/or 2 above that they are on financial aid warning status. A student placed on financial aid warning will be able to receive financial aid. The written notice will serve as a notice to a student that failure to meet the about conditions during the warning semesters will result in an unsatisfactory financial aid status. There is no warning status/semester for condition 3. A student placed on financial aid unsatisfactory progress (suspension) will be unable to receive financial aid. Students who are in an unsatisfactory financial aid status will be notified in writing. A student may re-establish his/her eligibility to receive financial aid by attending school, paying his/her own fees without financial aid and meeting conditions 1 and 2 above. A student who fails condition 3 may re-establish eligibility by completing the program or, in some instances, beginning a new program.

**II. Withdrawals, Repeated, Remedial, Non-Credit, & Incomplete Courses:**

- "Ws" will be counted in evaluating the number of semester hours attempted for the purpose of determining eligibility to receive financial aid.
- "Ws" will not be used in calculating a student's grade point average (GPA).
- A student will be allowed to repeat a course according to the policies stated in the College Catalog; however, all repeated courses will be included in total hours attempted and GPA for the purpose of determining eligibility to receive financial aid.
- Semester hours for remedial/developmental courses will not be recorded as hours attempted. Non-credit courses will not be counted as hours attempted.
- An incomplete (I) grade will have the same effect as a failing (F) grade when calculating quality points and hours attempted.
- Remedial courses will be included in the calculation of a student's grade point average (GPA).

**III. Clock Hour Programs:** Satisfactory academic progress is measured at the end of each payment period to determine if a student is eligible for a subsequent Title IV payment. Clock hour programs must adhere to the same 2/3 cumulative completion rate as the credit hour programs and are subject to the 150% time frame in that a 1500 hour program generally takes 14 months to complete so Hinds Community College may allow 21 months for completion.

**IV. Changing Majors:** A student who has changed majors or has completed one program and begun another may contact the Financial Aid office in writing and the academic progress can be reset to include only those credits and grades that count toward the requirements of the new major. No student may have this reset more than two times unless a written request is approved by the Financial Aid Director.

**V. Time Frame:** Students attempting 150% of the hours in a program are no longer eligible for financial aid in that program unless an appeal has been approved.

**VI. Transfer Students:** A student transferring to Hinds Community College from another college shall be assumed to have maintained satisfactory academic progress at his/her previous college. Hours transferred from previously attended colleges and accepted by Hinds Community College will be posted to the student's transcript by the Office of Admissions and Records after the student has completed at least 12 semester hours at Hinds. Credit hours transferred from a previous college will be counted toward the attempted and completed hours. If transfer credits do not apply toward the current program of study, the student may contact Financial Aid in writing to have this re-evaluated.

**VII. Grade Changes:** The Office of Admissions and Records will notify the Financial Aid Office of any grade/enrollment changes posted subsequent to the SAP process.

**VIII. Unsatisfactory Status Appeals Process:** In extenuating circumstances such as personal illness or illness/death of an immediate family member or legal guardian, a student may appeal an unsatisfactory financial aid status by submitting a written Letter of Appeal form to Financial Aid-Appeals Office at the Raymond campus. For convenience, the student may submit the form (and accompanying information) to the Dean of Students Office/Campus Dean at any location.

An appeal must contain the following information:

- A written plan for success listing required courses to take. This information may be found through My.Hinds, the online College Catalog, a transfer/articulation guide, or a Hinds counselor or through My.Hindscc.edu at: [http://www.hindscc.edu/Admissions/getenrolled/programs of study/transfer/default.aspx](http://www.hindscc.edu/Admissions/getenrolled/programs%20of%20study/transfer/default.aspx)
- A written explanation stating the reason the student failed to have satisfactory scholastic progress in any semesters in which the student earned Ds, Fs, Is or withdrawals.
- Documentation for any extenuating circumstances listed in the appeal. (Letter from medical doctor or legal document)
- An explanation of what has changed in the student's circumstances that will allow them to succeed. Each appeal will be considered on its own merit. The Financial Aid Appeals Committee will review the appeal and respond to the student within 30 working days. Appeals are limited to one per student except in extreme extenuating circumstances. Appeals will be granted for one semester only and the student will be reviewed for satisfactory academic progress before being granted financial aid for additional semesters. A student with an approved appeal will be placed on probation status. For additional information about the appeals process, please refer to the student handbook.