# It's Your Responsibility

by Victoria Graves

"If students would assume their responsibilities, they would not have any problems in or out of the Financial Aid Office. The problems the students face upon registration are not on the behalf of the Financial Aid Office," says an official from that office.

The Financial aid Office is faced with three basic problems in processing students' financial aid applications:

1. Students do not fill the applications out correctly and/or accurately.

2. Students wait until the last minute to send forms out, or send forms out too early with incorrect income tax information, or without a signature.

3. Students do not respond to financial aid checklists that are sent out to inform them of necessary forms to be completed for Financial Aid requirements.

All applications must be verified when received. Several federal guidelines must be followed before issuing federal funds.

During the summer months the Financial Aid staff work on getting out checklists, verifying applications, and distributing award letters to applicants that have completed their forms.

Some students are simply not eligible for full financial aid, because of income requirements. In this case, the forms still need to be filled out correctly and completed and submitted to the Financial Aid office. A letter is then sent informing the student and parents on the exact amount of additional payment toward tuition, called

parental contribution.

The Financial Aid Office offers a Financial Aid Awareness Week. During this time the staff goes to the dormitories and lecture facilities to point out how to fill out the various forms. In the past the students simply did not respond.

The students are not aware that the Financial Aid Office can only process and award funds to applicants who have filled out the applications correctly and have been verified. All necessary forms are in the office prior to receiving the federal funds

The Financial Aid Office offers several suggestions to alleviate these problems:

1. Students should assume their own responsibility.

2. Students should wait until parents/students income tax forms are filed, so they can insert the correct information on the applications.

3. Take your time and fill applications out completely.

4. Respond to checklist when necessary.
5. Submit all necessary forms to the Financial Aid Office.

6. Attend the sessions designed to inform and assist in filling out applications.

The Financial Aid Office suggests if these rules are followed, students will not feel animosity or stand in long lines during registration.

Financial Aid Awareness Week is scheduled for January 23-28th, 1984. The location will be posted.

### **OCA Seeks Volunteers**

OPERATION CROSSROADS AFRICA, INC., a non-profit organization focusing on international development and educational exchange, actively seeks faculty, professionals and students to participate in 8-week summer team projects in Africa. Projects will involve: medicine; nursing; health; community development; archaeology; architectial photography; sports and recreation; conservation and environmental management; alternative energy development; farming and agricultural development; animal husbandry and veterinarian work; reforestation in the Sahelian belt; working in game reserves; and tutorial assistance and compensatory education.

Projects are sponsored jointly by Crossroads and various ministries of the different African countries often in conjunction with the United Nations. Each team will consist of about 10 Americans joined by an equal number of African specialists and students. Projects are located in rural communities, where participants gain an immediate personal sense of Africa that cannot be duplicated by academic courses.

Africa is a unique blend of cultures, lifestyles and languages. Participation in the daily lives of Africans will bring an immediate intimacy to the experience of language learning and practice. Crossroads has a great need for applicants with some background in French, Portuguese, Arabic and various African languages.

During its 26 years, Crossroads, whose example inspired the creation of the Peace Corps, has sent more than 6,000 volunteers to 34 English-, French-, Portuguese-, and Arabic-speaking African countries to spend their summers assisting rural village communities. This unusual experience provides a brief but intense immersion in traditional and modern African life and pushes individuals to re-examine basic attitudes, standards, and beliefs in relation to people with contrasting values and life-styles.

Both volunteer and leader positions are open. Persons interested in participating in Crossroads' Summer Work/Travel/Study Program must apply immediately. Contact: Crossroads Africa, 150 Fifth Avenue, New York, New York 10011; Telephone: (212) 242-8550.



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