

Higher Education Assistance Part Time Student (HEAPS) Application

Semester _____ Year _____ Hours Enrolled _____

Student Information	
Student Name:	Date of Birth:
Student ID:	Student Phone Number:
Student Email:	
Student Address:	

Application Requirements

Complete and Submit FAFSA (Free Application for Federal Student Aid)

Must be a West Virginia resident.

Must meet Standard Academic Progress Standards.

Complete and Submit HEAPS application.

Complete and Submit admission application to the Admissions office.

Student must be enroll in 3-11 hours.

A. Agreement and Understanding	
By signing this worksheet, you certify that all of the information reported on this form is true and accurate to the best of your knowledge. If requested, you agree to provide proof of the information that you have reported on this form. WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, sentenced to jail, or both. Typed, copied, or electronic signatures will not be accepted.	
Student Signature:	Date:

OPTIONS TO SUBMIT VERIFICATION FORMS AND OTHER DOCUMENTATION

EMAIL	Mail	In person
Scan and submit to financialaid@southernwv.edu	SWVCTC C/O Financial Aid 100 College Drive Logan, WV 25601	Please visit the Logan or Williamson Campus to see us in person. You can also go to www.southernwv.edu/ssconnect for assistance on SS Connect.

Southern West Virginia Community and Technical College is an Equal Opportunity/Affirmative Action Institution and does not discriminate based on race, sex, gender identity, pregnancy, sexual orientation, age, disability, veteran status, religion, color, or age in admission, employment, or educational programs and activities; nor does it discriminate based on genetic information in employment or employee health benefits. Faculty, staff, students, and applicants are protected from retaliation for making complaints or assisting in discrimination investigations. This nondiscrimination policy also applies to all education programs, to admission, to employment, and to other related activities covered under Title IX, which prohibits sex discrimination in higher education. Southern will take steps to ensure that a lack of English language skills will not be a barrier to admission and participation in the college's CTC offerings. Auxiliary aids and services are available upon request to individuals with disabilities. Southern West Virginia Community and Technical College also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate based on race, ethnicity, sex, color, creed, gender, religion, age, sexual orientation or gender orientation or expression, physical or mental disability, marital or family status, pregnancy, genetic information, veteran status, service in the uniformed services, ancestry, or national origin. Inquiries regarding compliance with any state or federal nondiscrimination law may be addressed to Affirmative Action Officer/Title IX Coordinator, Ms. Debbie C. Dingess, Chief Human Resources Officer, Southern West Virginia Community and Technical College, 100 College Drive, Logan, WV 25601, 304-896-7408; or Section 504 Coordinator, Ms. Dianna Toler, Director of Student Success, Southern West Virginia Community and Technical College, 100 College Drive, Logan, WV 25601, 304-896-7315. TTY 304-792-7054 may be used to communicate with any office or employee of the College.

For more Information visit: www.southernwv.edu

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