

Bookstore Funds for Pell Eligible Student Policy:

Policy Purpose

The purpose of this policy is to ensure that Pell Grant–eligible students at Wake Technical Community College (Wake Tech) have timely access to federal financial aid funds to purchase or rent required books, course materials, and supplies. This policy complies with federal Title IV regulations and supports student success through equitable access to learning resources.

Policy Statement

Wake Tech will provide eligible students with access to a portion of their anticipated Pell Grant funds in advance of the start of the term to purchase the required course materials from the college bookstore. This access will occur through a bookstore credit process coordinated between the Financial Aid Office and the Wake Tech Bookstore.

Eligibility Criteria

Students must meet all the following conditions to be eligible for bookstore funds:

- Have a valid FAFSA on file with Wake Tech.
- Be awarded a Federal Pell Grant for the term in question.
- Be enrolled in at least one financial aid-eligible course for the term.
- Have financial aid eligibility that exceeds the cost of tuition and fees.
- Have no unresolved holds that prevent disbursement.
- Be making Satisfactory Academic Progress (SAP) or on an approved SAP appeal.

Amount Available

The amount of bookstore credit available to eligible students will be determined based on their anticipated Pell Grant award for the term, minus tuition and fees.

Bookstore Credit Window

Students can access bookstore funds during a designated window each term, typically:

- **Fall and Spring Terms:** Ten days before the start of classes through the end of the first week of classes.
- **Summer Terms:** One week before the start of classes through the end of the first week of classes.

Exact dates will be published on the Wake Tech Financial Aid and Bookstore websites each term.

Eligible Purchases

Students may use bookstore funds to purchase:

- Required textbooks and e-books
- Course-required software and digital access codes
- Required supplies (such as lab kits, cosmetology kits, etc.)
- Technology items only if listed as required for the course

Optional or non-educational items (e.g., apparel, snacks, gift cards, or personal electronics) are not eligible.

Process

1. **Eligibility Review:** Eligible students will be notified via their Wake Tech email when financial aid has been offered.
2. **Accessing Funds:** Bookstore credits will be automatically loaded and available at checkout (in-store or online) using the student's Wake Tech ID.
3. **Charges and Reconciliation:** Bookstore charges will be applied to the student's account and deducted from the financial aid disbursement. If a student becomes ineligible, they are responsible for reimbursing the charges.

Student Responsibilities

- Monitor your Wake Tech email and Self-Service account for updates.
- Use funds only for required educational purchases.
- Ensure your class schedule and financial aid status are accurate before making purchases.
- Return unused items per the bookstore's return policy.

Policy Review and Revision

This policy will be reviewed annually by the Office of Financial Aid and revised as necessary to reflect changes in federal regulations or institutional procedures.