

Students,

In accordance with federal regulations set forth by The Higher Education Act of 1965, as amended, below is a summary of consumer information that must be made available to all students at West Virginia Northern Community College (WVNCC). Each topic listed gives a brief description of the information that must be disclosed and explains how it can be obtained.

Notice of Availability of Institutional and Financial Aid Information

Available at <https://www.wvncc.edu/offices-and-services/financial-aid-processes-and-policies/643>.

Paper copies of this information are available from the Office of Financial aid, which can be contacted at 304-214-8844 or financialaidoffice@wvncc.edu

Contact Information for Assistance in Obtaining Institutional or Financial Aid Information

West Virginia Northern Community College

Attn: Financial Aid

1704 Market St

Wheeling, WV 26003

Janet M. Fike, Vice President of Student Care & Success 304-214-8845 or Justin Miller, Director of Financial Aid at 304-214-8844 or email: financialaidoffice@wvncc.edu

General Institutional Information

Admission/Readmission

Information about admission and readmission can be found in the College Catalog:

<https://catalog.wvncc.edu/index.php>

Withdrawals

Information about how to withdraw from a course or from the college can be found

at <https://catalog.wvncc.edu/index.php>

Credit Hours

Generally, a student earns one credit for each 15 hours of class contact. Classes normally meet 45 hours in a semester for 3 units of credit. Students should plan on two hours of preparation/study for each in class hour. Laboratory classes require two or three hours of lab per week for each semester hour of credit.

Academic Programs

Information about our academic programs, including online programs, can be found on our website

at <https://www.wvncc.edu/programs> and in the college catalog <https://catalog.wvncc.edu/index.php>

Distance (Online) Education

Information about our online courses can be found at <https://www.wvncc.edu/programs/onlinecourses-distance-education/153>

Student Records – Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) allows present and future students to have access to their individual educational records, provides basic protections of privacy of their records, and allows them to request that certain “directory information” be kept confidential. Additional information

regarding the rights afforded to students by FERPA is available at https://www.wvncc.edu/docs/rr_FERPAForm.pdf.

Facilities and Services for Students with Disabilities

Descriptions of facilities and services available for students with disabilities are available on the Academic Support Center web site <https://www.wvncc.edu/offices-and-services/ars-studentresources/8322#B>

Student Body Diversity

WV Northern annually calculates information relating to the diversity of its students. This information is available at <https://nces.ed.gov/collegenavigator/?q=west+virginia+northern+community+college&s=all&id=238014#enrolmt>

College Data

Additional data about WVNCC is available from the National Center for Education Statistics at the College Navigator Website at <https://nces.ed.gov/collegenavigator/?q=West+Virginia+Northern+Community+College&s=all&id=238014>. Completion and graduation rates and information are available at <https://nces.ed.gov/collegenavigator/?q=West+Virginia+Northern+Community+College&s=all&id=238014#retgrad>.

Price of Attendance

Available at <https://www.wvncc.edu/future-students/tuition-and-fees-information/539> and additional detail about paying for college is available at <https://www.wvncc.edu/future-students/schedule-of-tuition/539>

Net Price Calculator

The College provides a calculator web page to assist students with determining costs of attendance and financial aid eligibility. A link to the calculator is available on the Consumer Information web page <https://wvncc.studentaidcalculator.com/survey.aspx>

Requirements for Return of Federal Financial Aid and Withdrawal

Return of Federal Financial Aid (Title IV Aid – R2T4) and Withdrawal information is available through [https://www.wvncc.edu/offices-and-services/federal-return-of-title-iv-aid-\(r2t4\)/2476](https://www.wvncc.edu/offices-and-services/federal-return-of-title-iv-aid-(r2t4)/2476)

Refund Policy

Refund policy information is available at [https://www.wvncc.edu/offices-and-services/federal-return-of-title-iv-aid-\(r2t4\)/2476](https://www.wvncc.edu/offices-and-services/federal-return-of-title-iv-aid-(r2t4)/2476).

Satisfactory Academic Progress – Financial Aid

Satisfactory Academic Progress for financial aid can be found at [https://www.wvncc.edu/offices-and-services/financial-aid-satisfactory-academic-progress-\(sap\)/656](https://www.wvncc.edu/offices-and-services/financial-aid-satisfactory-academic-progress-(sap)/656)

Textbook Information

Textbook information is available through the WVNCC Bookstore <https://www.wvncc.edu/current-students/bookstore/466>

Transfer of Credit Policies and Articulation Agreements

Information for transfer students is available on our website at <https://www.wvncc.edu/futurestudents/transfer-students/83> and in the college catalog.

Educational Program, Instructional Facilities, and Faculty

Information on the College's various educational programs, instructional facilities and faculty may be found in the most recent undergraduate catalog available at <http://catalog.wvncc.edu/index.php>

Accreditation, Approval, and Licensure of Institution and Programs

Accreditation information is available at <https://catalog.wvncc.edu/content.php?catoid=10&navoid=510>

Copyright Infringement – Policies and Sanctions

WVNCC complies with U.S. copyright law, which prohibits unauthorized duplication and use of copyrighted materials, including written, audio-visual, and computer software materials. Available <https://www.wvncc.edu/offices-and-services/federal-copy-right-laws/6192>

Computer Use and File Sharing

Specific information related to computer use and file sharing is available on the Consumer Information page under Computer Use and file sharing and available at <https://www.wvncc.edu/offices-and-services/computer-usage/6191>.

Information Security

WV Northern maintains an information security policy and program available on our website <https://www.wvncc.edu/offices-and-services/security-and-safety/1487>

Complaints - Filing Complaints with Accreditor, State Agency, or Other Relevant Official information can be found at <https://www.wvncc.edu/about/complaints/7497>

Student Activities

WV Northern maintains a website describing the clubs and organizations available to students. The site is available at <https://www.wvncc.edu/student-life/student-clubs-and-organizations/1315>

Constitution Day

WV Northern participates in educational activities in honor of Constitution Day on September 17 of each year. Constitution Day - Celebration of Constitution Day (Sept 17th) is promoted on the Student Activities calendar yearly. Pocket constitutions are distributed on the day of observance. Special events are held annually in conjunction with Student Activities, the Library/Learning Resource Center, and/or current professors of history courses going on during the Fall semester. [Click here](#) to watch a video take of the WV Independence Hall in honor of Constitution Day!

Voter Registration

WV Northern as a participant in Federal Title IV Student Aid programs, is required to advise you that voter registration forms for West Virginia are available at the web site of the Secretary of State at

<https://ovr.sos.wv.gov/Register/Landing> . In addition to voter registration forms, other information related to voting in West Virginia is available at https://www.wvncc.edu/docs/qu_VoteReg091412.pdf

Student Financial Assistance

Federal Student Financial Aid Penalties for Drug Law Violations

A conviction for any offense, during a period of enrollment for which a student was receiving Title IV, HEA Program (federal) funds, under any federal law involving the possession or sale of illegal drugs will result in the loss of eligibility for any Title IV, HEA grant, loan or work-study assistance (HEA Sec. 484(r)(1)); (20 U.S.C. 1091(r)(1)).

Student Loan Information

Student Loan Information Published by Department of Education available at <https://www.wvncc.edu/offices-and-services/federal-direct-student-loans/658>

National Student Loan Data System (NSLDS)

Federal student loan records of students and parents will be submitted to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and institutions determined to be authorized users of the data system. Students and parents may view their loan record history by visiting www.studentaid.gov

Entrance Counseling for Student Loan Borrowers

Available at:

<https://studentloans.gov/myDirectLoan/counselingInstructions.action?counselingType=entrance>

Exit Counseling for Student Loan Borrowers

Available at <https://studentloans.gov/myDirectLoan/counselingInstructions.action?counselingType=exit>

Preferred Lender Lists and Arrangements

WV Northern does not recommend, promote, or endorse lenders for private education loans.

Financial Aid Verification

Information about the verification process, including the student's responsibilities can be found on our website at <https://www.wvncc.edu/offices-and-services/verification/6183>

Health and Safety

Campus Security Policies and Crime Statistics

Campus Crime Report are available at <https://www.wvncc.edu/offices-and-services/security-and-safety/1487>

Additional information may also be obtained from the U.S. Department of Education Campus Safety and Security web site at <http://ope.ed.gov/security/>.

Information about closings and emergency alerts are available, when applicable, at <http://www.wvncc.edu>.

Fire Safety Policies, Fire Statistics and Fire Log (On-Campus Housing Facilities)

WV Northern does not have any on campus housing.

Drug and Alcohol Abuse Information

It is the policy of WV Northern to comply with the Drug-Free Schools and Communities (Campuses) Act of 1989 and the Federal Anti-Drug Abuse Act of 1988. Information is available at

<https://www.wvncc.edu/offices-and-services/drug-and-alcohol-information/6203>

Students who wish to receive a paper copy of the information listed or who need to discuss this information may contact:

Janet M. Fike, Vice President of Student Care & Success, 304-214-8845, jfike@wvncc.edu

Justin Miller, Director of Financial Aid, 304-214-8844, jmiller20@wvncc.edu