



**MONTCLAIR STATE**  

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**UNIVERSITY**



**Student  
Handbook for  
Financial Aid**

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## I. Student Rights and Responsibilities

In accepting a financial aid award from Montclair State University, you acknowledge certain rights and responsibilities.

### **You have the right to:**

- ❖ know what financial assistance is available, including all federal, state, and institutional aid programs and what policies or regulations govern these programs.
- ❖ know the deadlines for submission of applications for aid and the procedures to be followed.
- ❖ know the cost of attendance at Montclair State University and the refund policy.
- ❖ know how the Office determines your financial need, including the determination and amount of the expected family contribution.
- ❖ know the source and amount of each type of financial aid offered to you.
- ❖ know the method by which aid is determined and disbursed or applied to your account.
- ❖ apply for additional assistance when increased financial need can be demonstrated and funds are available.
- ❖ expect and receive complete confidentiality about financial aid awarded by our office.

### **You have the responsibility to:**

- ❖ complete all application forms accurately and thoroughly. Comply with enrollment requirements related to financial aid eligibility. You must be enrolled at least half-time to receive aid consideration, but you should be aware that some programs require full-time enrollment (see specific program descriptions for more information).
- ❖ know and comply with priority dates for application for aid in order to receive consideration for all programs.
- ❖ know and comply with the University's refund procedures.
- ❖ read and understand all information sent to you and all forms you are asked to sign, keeping copies for your records.
- ❖ accept responsibility for all agreements you sign.
- ❖ use funds awarded to you solely for educational expenses incurred while attending Montclair State University.
- ❖ repay all educational loans according to the repayment provisions agreed upon at the time the loan was accepted and the promissory note signed.
- ❖ return in a timely manner all corrections, additional information, or documentation requested by our office or the agency to which you submitted your application.
- ❖ report any change in your financial situation from that which you reported on the Free Application for Federal Student Aid (FAFSA).
- ❖ report any wages, loans, grants, or scholarships received from sources external to the university.
- ❖ know and comply with the policies for Satisfactory Academic Progress.

## II. YOUR MSU E-MAIL ACCOUNT

As a student, it is very important that you check your student e-mail daily. All correspondence from University offices will be sent to this e-mail address and professors often use this e-mail to notify students of class cancellations. Your student e-mail can be accessed through WESS or by clicking 1) 'Quick Links' on the MSU website 2) Selecting 'Webmail' in the drop down box and then 3) logging into your email with your username and password. Your username is usually your last name and first initial and a numeric character and your password is the password you created when you logged into your Web Enrollment Student Services (WESS) account. Information is provided in your acceptance packet.

### Web Enrollment Student Services (WESS)

WESS is Montclair State University's web portal. By logging onto WESS, you can access your student e-mail, view/pay bills, view academic transcripts, and access other important Montclair State information. It is very important that a student check their WESS account regularly for changes in financial aid or requirements that need to be completed for their aid to disburse.

## III. APPLICATION PROCEDURES

### General Application Procedures:

A student interested in applying for financial aid at Montclair State University must submit a Free Application for Federal Student Aid (FAFSA) for each academic year. You can apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Montclair State University's Federal School Code number is **002617**. No other application is required.

### Deadlines:

	Deadline Date	Comments
FAFSA	March 15 every year (priority)	
NJ Tuition Aid Grant (TAG)	June 1	Continuing students for Fall and Spring term enrollment
	October 1	For first time students for Fall and Spring term enrollment
	March 1	All students for Spring only enrollment

\*The Montclair State University filing deadline to be considered for full financial aid funding is March 1st.

\*All students are required to complete the Supplemental Information Request at [www.hesaa.org](http://www.hesaa.org) to be considered for State Aid.

\*Financial aid is based on a student's financial need and the funds available to the University.

It is advised that you prepare and file your federal income tax returns early with the Internal Revenue Service (IRS) so the family can accurately complete the FAFSA. We recommend that

you use the IRS Data Retrieval Tool when you complete your FAFSA. This ensures accuracy of the federal data and can eliminate additional documentation later in the process.

Additional information such as federal income tax documents or citizenship documentation may be required. Please note that if you are selected for the Federal Verification process, you will be required to request a tax transcript from the IRS. All documents are confidential and are used only to calculate eligibility for student aid programs.

## **Summer Term**

Students applying for financial aid for the summer must be continuing students. Students must be accepted and matriculated in order to participate. Special admits or non-matriculated students are not eligible for funding. Since all campus-based funds are usually exhausted during the academic year, summer term awards consist primarily of student loans and remaining Federal Pell Grant eligibility not used during the academic year.

**Students that have leftover Pell grant funds and DO NOT want a summer loan do not need to complete the Summer Loan Request form.**

To apply for summer loans you must complete the following:

- o Montclair State University Summer Loan Request form (available in late March)..
- o FAFSA (if not already on file).
- o Register for at least six (6) credits as an undergraduate or 4.5 credits as a graduate.
- o Maintain minimum credits throughout the summer.
- o Your file must be in "completed" status (i.e. all documents are in and processed).
- o Be accepted in a matriculated program at Montclair State University.

Summer aid will not be processed for files that are still incomplete as of July.

\*\*\*Please Note: Your summer application will remain unprocessed until you formally register for summer classes.

## **Winter Session**

Financial is not available for Winter Session!

## **Transfer Information**

If you are an incoming transfer student to Montclair State University, you need to be aware of that *financial aid does not transfer from institution to institution*.

- o You must complete/update an existing FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). List MSU as one of your ten college choices. Montclair State University's Federal School Code is **002617**.
  - If you have already completed a FAFSA but did not request that the data be sent to Montclair State University, you can have the information forwarded to

the University by calling 1-800-4FEDAID and request that MSU be added to the college code list or you can make the correction online. No other application is required.

o If you received a New Jersey Tuition Aid Grant (TAG) or State scholarship, you must notify the Higher Education for Student Assistance Authority (HESAA) of your plan to transfer. This will allow your State awards to be sent to MSU. You may notify them by calling 1-800-792-8670 Monday through Friday during normal business hours or by correcting your Student Eligibility Notice (SEN) as indicated.

o If you received a Direct Student Loan (formerly Stafford) at your prior school you should contact them to complete Exit Counseling. Additionally, if your previous school gave you a Perkins Loan, contact their loan collections office to complete an in-school deferment form.

o If you were chosen for federal verification at your previous college and completed the process, you will need to complete Montclair State University's Verification Procedures as well.

#### **IV. PROCESSING SCHEDULE & DEADLINES**

You may continue to file a Free Application for Federal Student Aid (FAFSA) after our priority deadline and submit any required documentation; however, there are specific deadlines associated with each student aid program. In addition to the processed FAFSA, **our office must receive all requested documentation.** The deadlines allow processing and authorization of disbursements within timeframes defined by regulations pertaining to federal and state aid programs. Failure to apply for or to submit required documentation by the indicated deadlines may result in a loss of financial aid eligibility for all student aid programs. Please contact our office for specific deadline dates.

##### **Processing Timeline:**

**January - March** Complete the FAFSA; make certain all your data is accurate. Your most recent federal income tax returns are needed to complete the form accurately. For priority consideration, the form must be received by the federal processor by March 1.

**April** You should receive the results of your FAFSA, the Student Aid Report (SAR). Review the SAR to verify all information is correct. If corrections are required, make the changes online. If the SAR indicates that you have been chosen for verification, a signed copy of you and your parent's tax transcripts from the IRS along with our Verification Worksheet ([www.montclair.edu/FinancialAid/forms/](http://www.montclair.edu/FinancialAid/forms/)) must be submitted to the Financial Aid Office.

**April - May** Financial Aid Award Notifications will be mailed to incoming freshmen indicating estimated eligibility for all federal, state and institutional aid including the Direct (Stafford) Subsidized and Unsubsidized Loans and the Parent PLUS Loan. The student can deny loans via their WESS account. If a student wishes to decline a grant they must put it in writing and either mail, e-mail or fax the notification to the Office of Student Financial Aid. First time Direct (Stafford) Loan borrowers are required to sign a Master Promissory Note and complete Entrance Counseling online at [www.studentloans.gov](http://www.studentloans.gov).

**June** Upperclassmen awards will be posted on their WESS accounts.

**July** You will receive an e-billing statement via your MSU email address in early July is due the first week of August. E-billing statements will be generated weekly thereafter for students who complete the registration process from July through September. All financial obligations must be satisfied by the payment due date to secure your classes. The spring semester bills will be available in late November and is due the first week of January. For questions regarding bills, please contact the Student Accounts office at [studentaccou@mail.montclair.edu](mailto:studentaccou@mail.montclair.edu). Students should continue to check WESS regularly for updated information.

**August** Federal loan promissory notes must be signed and completed online. Be sure your bill is satisfied to avoid cancellation of your classes, holds on your account or late penalties.

**September** Student enrollment, residence and housing status are verified prior to disbursement. Students are notified of any changes or adjustments to aid via a follow-up award notification on their WESS account. Students with a credit balance can move money over to their Red Hawk Dollars to purchase books in the book store. For more information regarding Red Hawk Dollars, please go to [www.montclair.edu/red-hawk-dollars](http://www.montclair.edu/red-hawk-dollars). Students planning to use their credit balance for off-campus expenses should plan accordingly; refund checks for the credit balances are not issued until after the drop/add period.

**October** Fall term financial aid refund checks are mailed, based on a credit balance existing on the student's account. Questions regarding refund checks should be sent to the Student Accounts office at [studentaccou@mail.montclair.edu](mailto:studentaccou@mail.montclair.edu).

**November - December** Registration for spring classes begins.

## V. UNDERSTANDING FINANCIAL AID PACKAGING

### **Awarding Aid on the Basis of Hours Enrolled:**

Your financial aid award will be finalized based on the number of credits for which you are registered. Initially, when determining your need for financial assistance, we assume that you will be enrolled full-time (12-18 credits) per semester. This is reflected in the original award notification, which outlines the types and amounts of aid to be received for the period of enrollment.

Financial aid based on enrollment (i.e., Federal Pell Grants, N.J. State Aid (TAG), Federal Loans) will be adjusted during the official drop/add period. If you are enrolled for less than 12 credits at the conclusion of the drop/add period, your awards will be reduced accordingly, possibly resulting in the cancellation/adjustment of financial aid funds previously awarded and/or disbursed. It is recommended that you consult with a financial aid administrator before making enrollment changes. Federal Loan programs require at least half-time enrollment and certain Federal and State programs require full-time enrollment.

Enrollment Status is defined as:

	Full-time	Three quarters-time	Half-time
Undergraduate	12 credits or more	9 – 11 credits	6 credits
Graduate	9 credits	6 – 8 credits	4.5 credits

**Award Notification:**

Entering freshmen who apply for aid on or before March 1 should receive an initial award notification in the mail in April or May estimating the amount and types of aid to be received. All upper-class and transfer students who submit their FAFSA on or before March 1 should receive an initial award notification via their WESS account in June.

Please review the financial aid award notification carefully. It indicates the types and amounts of aid for which you are eligible at Montclair State University and any additional action required on your part. It provides important guidance for receiving and maintaining your financial aid.

The awards and loans are based on the maximum allowable for each program that can be made to you based upon the information provided and funds available to the university. The awards are subject to verification requirements and may be adjusted as tax transcripts and other documentation are received. Please refer to our Verification Procedures ([www.montclair.edu/Financial-Aid/verification/](http://www.montclair.edu/Financial-Aid/verification/)) if you are notified that you have been selected.

The availability of funds from federal and state programs is subject to Congressional and NJ Legislative appropriations and subject to changes in federal and state legislation and regulations.

**Understanding Your Award Notification/Definitions:**

The Award Notification on WESS displays the financial aid you are eligible to receive for the academic year. These awards are based on **Full-Time** attendance. Direct Loans require 6 or more credits for Undergraduate students and 4.5 or more credits for Graduate students. All NJ State Awards require 12 or more credits. Financial aid awards are divided into two equal semester amounts and will be applied as estimated aid to your semester bill.

If you are eligible for a Direct Student Loan, your award notification will indicate the maximum amount you can borrow based upon your class level. All first time borrowers must sign a Master Promissory Note and complete the Entrance Counseling at [www.studentloans.gov](http://www.studentloans.gov).

Any remaining financial aid due to you after your university charges have been satisfied will be sent to you by the Student Accounts office after the add/drop period. Disbursement generally begins the first full week of classes for each semester. You may reserve the right to pay the University directly for any and all charges on your bill. In this case, all remaining financial aid will be reimbursed to you within the time frames previously noted.



**Student Employment:**

The award notification will state the amount you are able to earn for the academic year. It is the student's responsibility to find employment on campus so they can use these funds. If a student does not find employment by the end of October, this award will be removed from their Award Notification. Earnings from Federal Work Study will be issued to the student in a bi-weekly check from the Payroll Office.

**Adjustments to Financial Aid Awards/Overawards:**

Receipt of outside awards will result in a review of your financial aid package to ensure that no over-awarding of federal or state funds has been made. In accordance with Federal, State and University policy, any student who receives a combination of outside, government and institutional gift aid assistance that exceeds the cost of attendance for the academic year will have institutional funds reduced or canceled so that the total award does not exceed the cost of attendance.

To Decline or Reduce a Direct Loan please go to the 'Change/Decline Awards' section of your WESS account.

**The Billing Statement:**

You will receive an e-billing statement via your WESS account from the Student Accounts office in early July which is due the first week of August. Billing statements will be generated weekly thereafter for students who complete the registration process between July and September. All financial arrangements must be satisfied by the payment due date to secure your classes. The spring semester bill is sent in late November and is due the first week of January.

This e-billing statement lists the amount of tuition and fees for the semester, room and board charges for students living in residence halls, and other miscellaneous charges you owe to the university. As long as you have met all program requirements, financial aid to be received for that semester will be posted as *estimated aid* on the bill.

If you are a continuing student and you decide not to return to Montclair State, you must cancel your registration and complete a 'Leave of Absence' form with the Center for Advising and Student Transitions (CAST).

If you decide not to attend Montclair State as an incoming student, you must notify the Admissions Office of your decision.

If your charges exceed the amount of estimated financial aid, you may take advantage of one of the University's payment options listed in the next section.

If aid is not credited to your account, check to be sure that:

1. You have completed all of the program requirements.
  - a. Loan recipients must complete the correct Entrance Counseling and a Direct Loan Master Promissory at [www.studentloans.gov](http://www.studentloans.gov).
2. You are registered for the necessary number of credit hours to receive the funds awarded. Most funds require at least 6 credit hours a semester; however, some scholarships and state grants require 12 credit hours a semester.
3. You completed a FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and it is fully processed.

The above steps must be completed before disbursement of these awards to your account. Should your enrollment change before disbursement, you may lose eligibility for certain programs and, consequently, lose funding. If your account is not correct by the time of your arrival on campus for classes, you need to resolve the problem with the Financial Aid Office. When the problem is resolved, aid will be issued to you, provided you meet all eligibility requirements.

#### **After Financial Aid: Payment Options:**

Payments for tuition and fees and room and board are due each semester by dates determined by the Student Accounts Office. You can pay the portion of your bill that is not covered by financial aid for the semester in one payment via credit card, check or cash, or you can use one of the University's payment plans. For more information regarding the payment plan and other payment options please go to [www.montclair.edu/student-accounts/payment-information/payment-options/](http://www.montclair.edu/student-accounts/payment-information/payment-options/)

## **VI. Request for Review/Dependency**

#### **Change in Family Status/Circumstance:**

If your status or your family's circumstances change because of a separation, divorce, unemployment or death of a wage earner, the Financial Aid Office may be able to help. Please go to [www.montclair.edu/financial-aid/request-for-review/](http://www.montclair.edu/financial-aid/request-for-review/) to complete a Request for Review form. The Request for Review form must be submitted with all required supporting documentation as listed on the form. Any adjustment in aid resulting from this request is contingent upon your eligibility according to program regulations and the availability of funds to the University at the time of review. Please note that students are responsible to pay their balances while this review is pending. Failure to pay the balance may result in a late fees, deregistration, loss of housing, etc.

#### **Determining Independent Status:**

To determine Independent Status, the Financial Aid Office is required to adhere to the standard definition of independent status as mandated by Congress and outlined by the United States Department of Education.

According to this definition, you will be considered an automatic independent student if you meet one of the following criteria:

- ❖ You have reached 24 years of age
- ❖ You are an orphan or legal ward of the court (or was prior to your 18th birthday)  
\*requires documentation
- ❖ You are a veteran of the Armed Forces  
\*may require documentation
- ❖ You are married at the time of filing
- ❖ You are enrolled in a graduate or professional program (beyond bachelor's degree)
- ❖ You have legal dependents other than a spouse for whom YOU provide at least 50% support  
\*requires documentation.

Students who qualify as automatically independent are not required to provide parents' information on the Free Application for Federal Student Aid (FAFSA). The Financial Aid Office does reserve the right, however, to request additional documentation to verify your dependency status.

If you believe you have special circumstances that warrant being considered independent beyond the above reasons, please contact our office so we can set up an appointment. Students must meet with a financial aid counselor and provide required documentation to proceed with this request. Please note that meeting with a counselor does not guarantee independent status.

## **VII. ELIGIBILITY CONFIRMATION & VERIFICATION**

### **Who is Eligible for Financial Aid?**

Your status at the University will determine the extent to which you are eligible for the financial aid programs. Your enrollment as a full- or part-time student, undergraduate or graduate, is particularly critical in determining your eligibility for government programs, and the extent to which you can be funded.

Additionally you must:

- ❖ have a valid Social Security number
- ❖ be a U.S. citizen, national, or permanent resident
- ❖ have a High school diploma or GED
- ❖ be enrolled as a regular student in an eligible program
- ❖ make satisfactory academic progress
- ❖ not be in default in any loan program or owe any federal refund
- ❖ does not exceed the allowable limits (i.e.: completion of credits in a timely manner) for your program
- ❖ register with Selective Service System for all males between 18-26

### **Undergraduate Students:**

Undergraduate students pursuing their first four-year undergraduate degree (Bachelors) may be eligible for the full array of financial aid programs from the federal and state governments. Those students wishing to obtain a second four year degree or a program certificate may only qualify for federal loans, excluding Perkins loans.

### **Federal Verification:**

A process where the Financial Aid Office checks the accuracy of the information the student and family provided on the FAFSA. In this process, MSU will compare the information on your application with copies of your (and your parents/and or spouse's, if you are married) Federal tax transcript, W-2 forms or other financial documents. You must submit this information before your Federal aid is disbursed. If there are differences between your application information and your financial documents, MSU will submit corrections and adjust your aid based on your eligibility.

### **State Verification:**

If you are a New Jersey resident receiving state aid (NJ Tuition Aid Grant (TAG) program or other state programs), the state may select you for state verification. If you receive an "Applicant Information Request" (AIR) from the New Jersey Higher Education Student Assistance Authority (HESAA), you must forward all requested information and financial documents directly to HESAA in Trenton. In some cases, HESAA may request the same information that was requested by MSU Financial Aid Office. You must forward the same information and documentation to HESAA to avoid a delay in awarding, disbursement, or loss of your state aid altogether. To ensure that your financial aid funds disburse as scheduled please submit all required documentation before state deadlines.

## **VIII. ENROLLMENT AT OTHER INSTITUTIONS/STUDY ABROAD**

Occasionally, students want to spend a semester or academic year at another domestic institution and transfer the hours earned back to the MSU. Students often enroll simultaneously at MSU and a community college and want to combine the hours at both institutions for financial aid purposes. It is possible to receive financial aid under these circumstances as long as certain requirements are met.

*You cannot receive financial aid at both institutions for the same courses. You must declare which institution is to be considered the "home institution" for financial aid eligibility purposes. If you have been approved to attend another institution during a semester for part or all of your educational requirements, you can receive financial aid for that semester *if approved in advance* and if a consortium or contractual agreement is executed between MSU and the other institution. (For more information regarding this topic, contact Financial Aid Office directly.)*

You may download a copy of MSU instructions for students attending another institution:  
[www.montclair.edu/media/montclairedu/studentfinancialaid/forms2012-2013/consortium.pdf](http://www.montclair.edu/media/montclairedu/studentfinancialaid/forms2012-2013/consortium.pdf)

For students interested in a study abroad program while attending Montclair State University, please visit [www.montclair.edu/global-education/study-abroad](http://www.montclair.edu/global-education/study-abroad) for additional information.

## **IX. SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY**

In order to receive federal, state or institutional financial aid, students must demonstrate satisfactory academic progress toward the attainment of a degree. At Montclair State University, the satisfactory academic progress is determined annually at the time the student applies for financial aid. All financial aid applicants are subject to the standards outlined here regardless of whether aid was received or not in the past. These standards have been developed in accordance with regulations that govern financial aid programs.

There are three distinct dimensions to the satisfactory academic progress standards:

- ❖ completing the degree requirements within an established timeframe,
- ❖ maintaining the minimum required grade point average (GPA), and
- ❖ attaining a completion rate.

These standards also include an opportunity to appeal the denial of financial aid if the student has faced unusual circumstances which prevented the student from attaining the minimum standards described in this document.

Students who have been deemed ineligible in a prior year, but who have since improved their performance, are encouraged to submit an appeal for the reinstatement of their aid; the Satisfactory Academic Appeals Committee will not automatically reinstate a student's aid. It is very important to recognize that this policy is different from the University standards of academic performance.

### **PART 1: Program Guidelines for Undergraduate Students**

#### **A. Credits required**

The approximate minimum number of credits needed to complete an undergraduate program is 120. A student is eligible to receive funding up to 180 attempted credits. Some programs limit funding on a semester basis. Students that attempt/complete only the minimum amount of credits required will run out of eligibility for certain state financial aid programs prior to completing their degree. Each year, a student's progress will be measured by comparing the number of attempted credits (any course for which the student has remained enrolled past the Drop/Add period) with the credits earned (any course with a grade).

#### **B. Progress each semester**

A student must complete sixty-seven percent (67%) of cumulative credits attempted to maintain satisfactory academic progress.

#### **C. Grade point average required**

Undergraduate students must maintain at least a 2.0 GPA. The University requires at least a 2.0 GPA for graduation.

## **PART 2: Graduate Program Guidelines**

### **A. Credit and GPA requirement**

Graduate students must complete seventy percent (70%) of their attempted credits and maintain at least a 3.0 GPA after attempting 12 or more credits.

## **PART 3:**

### **General Information**

#### **A. Withdrawal from courses/WD (Withdrawn officially)**

Credits remain in the total number of attempted hours but are not added to the earned credits. This may have a negative effect on the total number of earned credits needed per year. The GPA is not affected by these grades.

#### **B. Incomplete courses INC (Incomplete)**

Credits will be counted when determining the number of credits attempted. When a grade is received, the grade will be added to the number of credits earned.

#### **C. Repeated courses**

These courses are counted each time the course is taken and will be included in the total number of attempted hours. When a course is completed, the credits are added to the total number of earned credits hours.

#### **D. Transfer credits**

Transfer credits, accepted by the University, will be added to the attempted/earned hours in order to arrive at the maximum number of credits a student may attempt and earn.

#### **E. Failing Grades**

These grades may have a serious negative impact on the student's academic record: F (Failing), N (Unacceptable, must repeat) and M (Missing, no grade submitted).

## **PART 4: Appeal Procedures**

Students identified as not making progress toward the degree will receive correspondence at their campus e-mail address. Students have the right to appeal the decision by submitting an appeal by the deadline stated in the email to the Financial Aid Office. Generally, the Satisfactory Academic Appeals Committee will consider appeals that involve circumstances **beyond** the student's control that had a negative impact upon the student's academic performance.

In order to appeal, the student **MUST** submit a typed statement which includes:

1. a narrative of the extenuating circumstances (e.g., the student or an immediate family member suffered a serious illness or injury, death of a close relative, separation or divorce) that prevented the student from meeting the minimum requirements, **and**

2. a reasonable explanation of the expectation that the event/ circumstances will not recur **and**
3. A description of their academic plan to succeed in their program of study as well as carefully review their academic history before submitting the appeal.

Students are permitted to submit any supporting documentation that they deem necessary. Students need to be aware that *late appeals will not be accepted*. The deadline to appeal for the entire award year (fall, spring and summer) will be stated in the e-mail correspondence (typically early July).

The appeal will be reviewed by a committee and all committee decisions are final. The committee will only accept appeals submitted via e-mail, fax and in person as long as they are typed. *Again, no late appeals will be accepted.*

Any student with an approved appeal will have their aid reinstated; check your WESS account to make sure you have submitted all requested documents. Future aid eligibility will be based on completing and meeting the stated conditions of this policy.

**Students who do not wish to appeal or whose appeal is denied may receive alternative/private loans. Visit [www.montclair.edu/financial-aid/educational-loans/private-loans](http://www.montclair.edu/financial-aid/educational-loans/private-loans) for more information regarding private loans.**

## **X. TYPES OF FINANCIAL AID**

Financial aid is funding for your college education that comes from sources outside of your family. The Office of Student Financial Aid coordinates several different types of financial aid for students attending MSU, including grants, loans, and work study. *Gift aid* and *self-help aid* are two categories of financial aid. Gift aid comes in the form of grants and scholarships and does not have to be repaid. Self-help aid comes in the form of student or alternative loans and work study. Loans must be repaid. Financial aid at MSU is awarded based on financial need. You may receive a combination of grants, scholarships, loans, and work study in your Financial Aid Package.

Additionally, certain financial aid programs are available to students participating in a study abroad program that has been approved for credit by MSU. In some cases, you may also receive assistance from certain student aid programs while studying at an institution of higher education other than MSU if a consortium or contractual agreement has been approved.

**Note:** The following information on the student aid programs is current as of the publication date of this guide. MSU reserves the right to change or cancel awards because of regulatory changes, revised allocations, or additional information concerning a student's financial aid eligibility. Awarding is dependent upon program requirements and the availability of funds.

### **Federal Title IV Programs:**

**You must have a valid FAFSA on file, be enrolled at least half-time in a degree granting program and maintain satisfactory academic progress to receive Federal Financial Aid.**

### **Federal Pell Grant Program**

Eligibility for a Pell Grant is based on the Expected Family Contribution (EFC) that is calculated from the information provided on the FAFSA. The Central Processor sends the student a Student Aid Report in response to the submission of a FAFSA. The Expected Family Contribution is listed on the Student Aid Report if the FAFSA was properly completed. A Federal Pell Grant does not have to be repaid. Pell Grants are limited to students pursuing their first undergraduate degree and are prorated if a student is enrolled for fewer than 12 credits each semester. A student may not receive a Pell Grant from more than one college for the same period of time. Funding for the Pell Grant program is subject to congressional appropriations. Therefore, the range of specific award amounts may change each academic year.

### **Federal Supplemental Educational Grant (FSEOG)**

Institutions are given a limited amount of SEOG funds each academic year by the U.S. Department of Education. Montclair State University awards undergraduate students SEOG based upon exceptional financial need as demonstrated through the results of filing the FAFSA. Priority is given to students who receive Federal Pell Grants. Since funds are limited, the University's Priority filing deadline for FAFSA is March 1st.

### **Federal Work Study Program (FWS)**

Federal Work Study provides jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses. Students must work on campus to receive these funds. See more information below under **Student Employment Programs**.

### **Teacher Education Assistance for College and Higher Education (TEACH) Grant Program**

A federal grant of up to \$4000 per year for students who intend to teach in a public or private elementary or secondary school that serves students from low income families in designated fields. *If you receive a TEACH grant, but do not complete the required teaching service, you will be required to repay the grants as a Federal Unsubsidized Stafford Loan, with the interest charged from the date of each TEACH Grant disbursement.* Students must be admitted into the Teacher Education program to qualify for the grant. Students seeking a TEACH Grant must complete a FAFSA annually. If you would like to discuss a teaching career and eligibility for the TEACH grant please contact Jan Johnson in the Center of Pedagogy at [johnsonjan@mail.montclair.edu](mailto:johnsonjan@mail.montclair.edu).

### **Federal Direct (Stafford) Loan Program**

Federal Direct Loans are the Department's major form of self-help aid and are available through the Federal Direct Loan Program.

### **Federal Direct PLUS Loan Program**

Federal PLUS loans are available to parents of dependent undergraduate students. The parent who is borrowing through this program must be a U.S. Citizen or an eligible non-citizen and must not have adverse credit history. The interest rate is fixed at 7.9% and borrowers are



responsible for all interest on the loan. Please be advised that there is a 4% origination fee which may include an up-front rebate on these loans. Repayment begins 60 days after the second disbursement on this loan.

**Note:** For Parent PLUS loans, forbearances and deferments are available if you qualify; contact DL Servicing at 1-800-848-0979 for more information.

### **Graduate PLUS Loan**

As a graduate or professional student, you are now eligible to borrow under the PLUS Loan Program up to the cost of attendance minus other estimated financial assistance. The terms and conditions applicable to Parent PLUS Loans (above) also apply to Graduate and Professional PLUS Loans. The requirements include determination that you do not have an adverse credit history, repayment beginning on the date of the last disbursement of the loan and a fixed interest rate of 7.9%. As of July 1, 2008, Federal Direct PLUS Loan program requires an application and a signed Master Promissory Note (MPN); to do so, go to [www.studentloans.gov](http://www.studentloans.gov).

**Note:** For Graduate PLUS loans, forbearances and deferments are available if you qualify; contact DL Servicing at 1-800-848-0979 for more information.

### **Federal Perkins Loan Program**

A Federal Perkins Loan is a low-interest (5%) loan awarded to undergraduate students with exceptional financial need as determined by Montclair State University. First consideration is given to those that have filed by the priority deadline of March 1 and are Pell eligible. Your school is your lender and the loan is made with government funds. You must repay this loan to your school. The repayment period begins and interest starts to accrue on the loan at the end of your grace period.

### **Teacher Loan Forgiveness Program - FFEL and Direct Loan Programs**

The Teacher Loan Forgiveness Program is intended to encourage individuals to enter and continue in the teaching profession. Under this program, individuals who teach full time for five consecutive, complete academic years in certain elementary and secondary schools that serve low-income families and meet other qualifications may be eligible for forgiveness of up to a combined total of \$17,500 in principal and interest on their FFEL and/or Direct Loan program loans. (Note: As of August 14, 2008, an otherwise eligible borrower may qualify for forgiveness if the borrower has provided qualifying teaching services at one or more locations that are operated by an educational service agency.)

Federal Student Loans provide students with a number of borrowed benefits including Deferment options and Loan Forgiveness options. This information is available in detail on the Direct Loan Master Promissory Note which you must read and sign.

<b>Annual Loan Limits – Direct (Stafford) Loans</b>			
<b>Undergraduate</b>			
<b>Dependent Students</b>	<b>Annual Loan Limit – Subsidized</b>	<b>Annual Loan Limit - Unsubsidized</b>	<b>Combined Amount</b>
First Year (Freshman)	3,500	2,000	5,500
Second Year (Sophomore)	4,500	2,000	6,500
Third Year and Beyond (Junior and Senior)	5,500	2,000	7,500

<b>Annual Loan Limits – Direct (Stafford) Loans Undergraduate</b>			
<b>Independent Students (and dependent students whose parent(s) were denied a PLUS loan</b>	<b>Annual Loan Limit – Subsidized</b>	<b>Annual Loan Limit - Unsubsidized</b>	<b>Combined Amount</b>
First Year (Freshman)	3,500	6,000	9,500
Second Year (Sophomore)	4,500	6,000	10,500
Third Year and Beyond (Junior and Senior)	5,500	7,000	12,500
<b>Aggregate Loan Limits – Direct (Stafford) Loans Undergraduate</b>			
	<b>Limit for Subsidized Loans</b>	<b>Limit for Unsubsidized Loans</b>	<b>Combined Amount</b>
<b>Dependent Students</b>	23,000	8,000	31,000
<b>Independent Students (and dependent students whose parent(s) were denied a PLUS loan</b>	23,000	34,500	57,500
<b>Annual Loan Limits – Direct (Stafford) Loans Graduate and Professional Students</b>			
<b>Graduate and Professional Students</b>	20,500		
<b>Aggregate Loan Limits – Direct (Stafford) Loans Graduate and Professional Students</b>			
	<b>Limit for Subsidized Loans</b>	<b>Limit for Unsubsidized Loans</b>	<b>Combined Amount</b>
<b>Graduate and Professional Students</b>	65,500 (including undergraduate loans)	73,000	138,500

### **Federal Disbursement Policy:**

A school must notify the student or parent in writing (paper or electronic) when Perkins, Direct (Stafford), PLUS or GradPLUS loan funds are being credited to a student's account. This notification must be sent no earlier than 30 days before and no later than 30 days after crediting the student's account. The notification must include the:

- ❖ Date and amount of the disbursement
- ❖ Student's (or parent's) right to cancel all or part of the loan or disbursement
- ❖ Procedures and the time by which the student (or parent) must notify the school that he/she wishes to cancel the loan or disbursement.

Under the U.S. Department of Education regulations, you have the right to cancel all or part of the loan(s) within 14 days of the date of this notice. If you wish to cancel all or part of the loan(s) **prior** to a refund being generated (if eligible), please do so via your WESS account by selecting Change/Decline Award. If you decide to cancel all or part of the loan(s) **after** you received a refund check or direct deposit (if eligible), you must submit an email request to [financialaid@mail.montclair.edu](mailto:financialaid@mail.montclair.edu).

## **State Programs:**

Higher Education Student Assistance Authority (HESAA) is the State Agency that runs the Tuition Aid Grants program (TAG), Education Opportunity Fund Grants (EOF), and various scholarship programs. They also have online services, tools and other resources at [www.hesaa.org](http://www.hesaa.org).

**You must have a valid FAFSA on file, be enrolled full-time at a state institution of higher learning pursuing your first undergraduate degree (in most cases), maintain satisfactory academic progress, be a NJ resident of at least twelve (12) consecutive months prior to the first disbursement and must demonstrate financial need to receive State financial assistance.**

In addition, all state grant recipients must meet the New Jersey State deadlines for the submission of additional information requests, such as:

- ❖ Applicant Information Requests (AIR's)
- ❖ Verification documents
- ❖ College choice changes
- ❖ Corrections to ineligible conditions
- ❖ State Deadlines for Submitting Additional Information:
  - November 15 - Fall
  - March 15 – Spring

### **The Tuition Aid Grant (TAG)**

The parent(s) of a dependent student must also be New Jersey Residents for the prescribed period of time. TAG awards are renewable annually and range from \$1,600 to \$6,000. Students are notified of their award by NJ HESAA. You may receive the award for nine (9) semesters if financial need is demonstrated. You must reapply for funds each year by submitting a FAFSA by June 1 for renewal students and October 1 for new students; March 1 for spring only applicants.

### **Educational Opportunity Fund Grants (EOF)**

Established by the New Jersey Legislature in 1968, Educational Opportunity Fund Grants (EOF) are awarded to undergraduates from educationally disadvantaged backgrounds who also demonstrate financial need. Applicants must apply to the program when they are applying to the University to be admitted into the program. Undergraduate students in this program must be NJ TAG eligible to receive EOF. The application deadline is October 1 for the academic year and March 1 for Spring only. Grants range from \$1,150 to \$1,400 a year.

Graduate students may also be eligible if they were EOF participants as undergraduates, please contact the EOF office for more information regarding Graduate EOF.

### **NJ STARS II**

The NJ STARS II program is a continuation of the NJ STARS program that provides successful NJ STARS students at New Jersey county colleges with funding to transfer to a New Jersey Four-year public college or university to earn a bachelor's degree. The amount of the NJ STARS II award for the first two semesters of student at New Jersey four-year public college or

university will be based on the student's cumulative grade point average (GPA) upon graduation from a community college. Funding for this program is contingent upon the availability of funds from NEW JERSEY Higher Education Students Assistance Authority (NJ HESAA).

#### NJ STARS II Requirements:

- ❖ Must meet all admission or application requirements established by the New Jersey four-year public institution.
- ❖ Must meet all institutional deadlines for admission and financial aid
- ❖ Once admitted, students must submit to the New Jersey four-year public institution a final county college transcript that reflects a cumulative GPA of 3.25 or higher
- ❖ Must file the Free Application for Federal Student Aid (FAFSA) annually within established State deadlines: ([www.fafsa.ed.gov](http://www.fafsa.ed.gov))

For detailed information regarding this program please go to:

<http://www.hesaa.org/Documents/FactSheetforCollegeTransfersBeginningFall2012.pdf>

#### **Other Types of Financial Assistance:**

##### **Alternative Loans**

Students have the option to seek an Alternative Loan to supplement their student aid and PLUS Loans. The student applies directly to the lender. Once the application is approved, the lender request certification of eligibility from the school. This process takes several weeks. Applicant or co-signer must be credit-worthy. For a listing of alternative private loans please go to [www.montclair.edu/financial-aid/educational-loans/private-loans](http://www.montclair.edu/financial-aid/educational-loans/private-loans).

##### **Unemployment Waiver Program**

###### **What are the rules for registration?**

- ❖ Enrollment is limited to available courses subject to space-availability. Permits of any kind at any time are not allowed and are a forfeiture of your Waiver/Referral.
- ❖ Students must meet with their academic advisor prior to the registration date.
- ❖ Registration before assigned dates will result in automatic forfeiture of Waiver.
- ❖ Students are to schedule their appointment with their Employment Counselor in a timely fashion to receive a signed unemployment Certificate/Tuition Waiver (workforce NJ Certification/Referral) within the timelines above. Counselors cannot sign a Referral until the opening date of the program per semester and before the closing date.
- ❖ All documentations and requirements are to be met by the deadline date.
  - For more information regarding this program, please contact Charles Miller at [millerch@mail.montclair.edu](mailto:millerch@mail.montclair.edu)

##### **Student Employment Programs**

One way of assisting with the cost of higher education is through student employment. This employment may be through a job on campus. Students can work up to 12 hours a week during the academic year. Students determine their work schedule based on their academic commitments and availability of funds. A variety of jobs are available, including positions in the

bookstore, academic offices, administrative offices, etc. Students should contact the Career Center or the offices in which they wish to work to see if there are openings.

- **Federal Work Study**

This program is funded by both the federal government and Montclair State University and provides jobs on campus for students who demonstrate financial need. Need is determined from the information reported on the FAFSA.

The advantages of qualifying for Federal Work Study is work-study earnings are deducted from income when applying for financial aid for the next academic year. Consequently, your eligibility next year will not be harmed. If you are unable to find employment by October, your work study award will be canceled.

Employment Limits: Your award is posted on your WESS account. That award specifies the total amount that you can earn from the Federal Work-Study program. Your employer will be notified of the limit and consequently, requires that you monitor your earnings so that you do not exceed this amount. Once your Federal Work-Study limit has been reached, your department/employer should not allow you to continue working. Under certain circumstances, your work-study limit may be increased by contacting our office for a possible award adjustment if funds are available.

- **Student Assistant Program**

This program is identical to the Federal Work Study program except that it is funded completely by Montclair State University. Some students who do not qualify for work study may want to look for a job through this program.

### **Scholarships**

All scholarships are awarded by the Admissions Office or by your academic department. Please contact those offices if you have questions regarding scholarships.

## **XI. REFUND POLICIES**

### **Notification of Loan Disbursement Policy:**

Federal Regulations require that a school must notify the student or parent in writing (paper or electronic) when Perkins, Direct (Stafford) or PLUS loan funds are being credited to a student's account. This notification must be sent no earlier than 30 days before and no later than 30 days after crediting the student's account. The notification must include the:

- Date and amount of the disbursement.
- Student's (or parent's) right to cancel all or part of the loan or disbursement.
- Procedures and the time by which the student (or parent) must notify the school that he/she wishes to cancel the loan or disbursement.

Under the U.S. Department of Education regulations, you or your parent have the right to cancel all or part of the loan(s) within 14 days of the date of this notice.

If you wish to cancel all or part of the loan(s) **prior** to a refund being generated (if eligible), please do so via your WESS account by selecting Change/Decline Award. If you decide to cancel all or part of the loan(s) **after** you received a refund check or direct deposit (if eligible), you must send an email to [financialaid@mail.montclair.edu](mailto:financialaid@mail.montclair.edu). You will be expected to return or reimburse the college for the amount of your refund and any other charges that were paid by the loan(s).

### **Student Refund from a Credit Balance:**

If your total assistance for the semester exceeds the direct charges (tuition, fees, room & board) on your account, you are entitled to a refund of the difference for use toward other educational expenses. The Student Accounts Office issues refunds to students after final enrollment status has been determined and the funds have disbursed. Refund checks are generally sent to the recipient in the mail. For more information, contact the Students Account Office.

### **Refusing a Credit Balance Refund Check:**

Sometimes a refund check represents more loan funds than a student wants to borrow. The student may reduce or cancel the loan anytime during the enrollment period. The student must request in writing that the Financial Aid Office reduce the loan and provide the amount to be retained for the loan period (2 disbursements.) **In the event the student ends up with a balance due to the institution, he or she will pay the Student Accounts Office back the portion of the refund he or she is refusing.**

### **Federal (Title IV) Financial Aid Recipients Refund Policy:**

Consistent with federal regulations, the amount of federal aid that must be returned to the federal government is based upon the percentage of time the student remained in attendance during an academic term. Students are entitled to retain only that portion of federal student aid they earned based on the time in attendance.

If a student is dismissed, withdraws or stops attending before the first day of classes, all Federal aid is returned to the appropriate program. Students who remain enrolled through at least 60% of the payment period (semester) are considered to have earned 100% of the aid received and will not owe a repayment of Federal Title IV funds.

When a student has received Federal Title IV funds in excess of their eligibility, it is the student's responsibility to return the unearned funds to Montclair State University. The Federal Government requires Montclair State University to return the unearned funds for the student to the appropriate programs. The Higher Education Act (484) (b)(2)(c), however, requires that only 50%, (one-half), of grant aid received be returned. The University will calculate this amount and notify the student.

Students who have earned zero credits for any semester will be assumed to have not completed the term and have Federal Title IV funds returned as per the Federal Requirements, unless they can prove they completed the semester.

Any Loan funds borrowed must be repaid according to the terms of the Promissory Note.

## **XII. WITHDRAWALS OR FAILURE TO ENROLL**

**Contact the Office of the Registrar to obtain a Withdrawal / Leave of Absence Form.**

**Withdrawing from Class - “Official Withdrawal” Procedures:**

Official Withdrawals are students who complete an online **Withdrawal Form** (instructions can be found on the Registrars web page) and drop **all** courses. **Please check the Student Accounts and Registrar’s websites for the last date for 100% refund from Student Accounts Office.**

**- Student Accounts 100% refund period for federal refund policy**

- Entire bill is cancelled by Student Accounts
- Entire financial aid award is cancelled by the Financial Aid Office
- Federal refund calculation required to determine student’s eligibility for post-withdrawal disbursement
- If student received a loan in a prior semester, loan exit interview is required. No action is necessary if a loan disbursement was never made.

**- Student Accounts 50% refund period & before 60% for federal refund policy**

- Bill reflects 50% tuition & fee adjustment
- Counseling is required (re: bill payment, loan exit interview & SAP).
- Federal refund calculation required
- State calculation required if funds were disbursed
- Revised aid will be reflected on WESS
- Student Accounts Office will post a revised bill on WESS

**- After Student Accounts refund period but before 60% for federal refund policy**

- Bill does not change
- Counseling is required (re: bill payment, loan exit interview & SAP).
- Federal refund calculation required
- State Aid must be cancelled if not disbursed
- Revised aid will be reflected on WESS
- Student Accounts Office will post a revised bill on WESS

**- Beyond 60% federal refund policy**

- Bill does not change
- Counseling is required (re: bill payment, loan exit interview & SAP).
- Federal calculation required for aid that wasn’t disbursed
- Student may be eligible for 100% of Federal Aid as Post-Withdrawal Disbursement
- State Aid must be cancelled if not disbursed
- Revised aid will be reflected on WESS
- Student Accounts Office will post a revised bill on WESS

The formula for calculating the percentage of period completed:

$$\text{Percentage of Semester completed} = \frac{\text{\# of calendar days completed in the semester}}{\text{Total number of calendar days in the semester}}$$

This formula excludes 5 or more consecutive days of institutionally scheduled breaks.

### **Unofficial Withdrawals:**

MSU must establish whether federal financial aid recipients have unofficially withdrawn from the University if their term record shows zero (0) credits earned because of a grade of F or W. If the student has ‘walked away’, 50% of the student’s federal student aid is considered *unearned* and could result in a reduction of federal aid for the award period. Should it become necessary to cease attendance in all courses, it is in your best interest as an aid recipient to follow the official withdrawal procedure through the Registrar’s office.

## **XII. Contact Information/Hours**

### **Location, Hours and Contact Information**

Montclair State University  
1 Normal Ave, College Hall Room 208,  
Montclair, NJ 07043  
Telephone: 973-655-4461  
Fax: 973-655-7712  
Email: [financialaid@mail.montclair.edu](mailto:financialaid@mail.montclair.edu)

**Parents:** Only general information can be answered if your student is not copied on the initial email.

**Students and Parents:** Please include the student’s CWID on all emails.

Office Hours: Monday - Friday 8:30 - 4:30  
Evening Hours: Monday and Thursday 4:30 to 6:00 during the Fall and Spring semesters  
Summer Hours: Monday - Thursday 8:00 - 5:15 (University is closed on Friday)  
Winter Session: Monday - Friday 8:30 – 4:30

For more information please go to [www.montclair.edu/financial-aid/contact-us](http://www.montclair.edu/financial-aid/contact-us)



## GLOSSARY

<b>Additional Information Request</b>	The State of New Jersey Higher Education Assistance Authority may request additional information from students and their family to document the information provided on the FAFSA.
<b>Award Notification</b>	An award notification from a school states the type and amount of financial aid the school is willing to provide the student who accepts admission and registers to take classes at that school.
<b>Credit Balance</b>	When the total assistance for the semester exceeds the direct charges (tuition, fees, room & board) on your account.
<b>Dependent student</b>	A student who does not meet any of the criteria for an independent student. An independent student one of the following: at least 24 years old, married, a graduate or professional student, a veteran, a member of the armed forces, an orphan, a ward of the court, or someone with legal dependents other than a spouse.
<b>Direct Loan</b>	<a href="#">William D. Ford Federal Direct Loan (Direct Loan) Program</a> . Loans made through this program are referred to as Direct Loans. Eligible students and parents borrow directly from the U.S. Department of Education at participating schools. Direct Loans include subsidized and unsubsidized Direct Stafford Loans (also known as Direct Subsidized Loans and Direct Unsubsidized Loans), Direct PLUS Loans, and Direct Consolidation Loans. You repay these loans directly to the U.S. Department of Education.
<b>Disbursement</b>	Payment of loan proceeds by the lender. During consolidation, this term refers to sending payoffs to the loan holders of the underlying loans being consolidated.
<b>Entrance and Exit Interviews</b>	Students with educational loans are required to complete an Entrance or Exit Counseling before they receive their first loan disbursement and again before they graduate or otherwise leave school. During these counseling sessions, the student reviews the repayment terms and schedule of their loans.
<b>Expected Family Contribution (EFC)</b>	Your Expected Family Contribution (EFC) is the number that's used to determine your eligibility for federal student aid. This number results from the financial information you provided in your FAFSA application. Your EFC is reported to you on your <a href="#">Student Aid Report</a> (SAR). See also <a href="#">Need Analysis</a> .
<b>HESAA</b>	Higher Education Student Assistance Authority (HESAA) is the State Agency that runs the Tuition Aid Grants program (TAG), Education Opportunity Fund Grants (EOF), and various scholarship programs. They also have online services, tools and other resources.
<b>Independent Student</b>	An independent student is one of the following: at least 24 years old, married, a graduate or professional student, a veteran, a member of the armed forces, an orphan, a ward of the court, or someone with legal dependents other than a spouse.
<b>Interest</b>	A loan expense charged by the lender and paid by the borrower for the use of borrowed money. The expense is calculated as a percentage of the unpaid principal amount (loan amount) borrowed.
<b>Master Promissory Note</b>	A promissory note is a binding legal document you sign when you get a student loan. It lists the conditions under which you're borrowing and the terms under which you agree to pay back the loan. It will include information on how interest is calculated and what deferment and cancellation provisions are available to the borrower. It's very important to

	read and save this document because you'll need to refer to it later when you begin repaying your loan or at other times when you need information about provisions of the loan, such as deferments or forbearances.
<b>Satisfactory Academic Progress</b>	To be eligible to receive federal student financial aid, you must meet and maintain your school's standards of satisfactory academic progress toward a degree or certificate offered by that institution. Check with your school to find out its standards.
<b>Scholarship</b>	A form of financial aid given to undergraduate students to help pay for their education. Most scholarships are restricted to paying all or part of tuition expenses, though some scholarships also cover room and board. Scholarships are a form of gift aid and do not have to be repaid. Many scholarships are restricted to students in specific courses of study or with academic, athletic or artistic talent.
<b>Selective Service Registration</b>	In order to be eligible for federal student aid you must register with the Selective Service if: <ul style="list-style-type: none"> <li>▪ You are a male born on or after Jan. 1, 1960, and</li> <li>▪ You are at least 18 years old, and</li> <li>▪ You are not currently on active duty in the U.S. Armed Forces.</li> </ul> Citizens of the Federated States of Micronesia, the Republic of the Marshall Islands or the Republic of Palau are exempt from registering.
<b>Student Aid Report</b>	Your Student Aid Report (SAR) summarizes the information you submit on your Free Application for Federal Student Aid (FAFSA) and provides you with your Expected Family Contribution (EFC).  After you apply for federal student financial aid, you'll get your FAFSA results in an e-mail report by the next business day after your FAFSA has been processed or by mail within 7-10 days. This report is called a Student Aid Report or SAR. Your SAR details all the information you provided on your FAFSA. If there are no corrections or additional information you must provide, the SAR will contain your <a href="#">Expected Family Contribution</a> (EFC), which is the number that's used to determine your eligibility for federal student aid. Whether you applied online or by paper, we will automatically send your data electronically to the schools you listed on your FAFSA
<b>Student Eligibility Notice</b>	The notification to students about their state eligibility from NJ HESAA. This award notification lists the college on attendance and the amount of the TAG and (if applicable) EOF grant(s) .
<b>Subsidized</b>	A loan for which a borrower is not responsible for the interest while in an in-school, grace, or deferment status. Subsidized loans include Direct Subsidized, Direct Subsidized Consolidation Loans, Federal Subsidized Stafford Loans and Federal Subsidized Consolidation Loans.
<b>Title IV aid</b>	Title IV funds include Subsidized and Unsubsidized Stafford Loans, Federal Perkins Loans, Federal PLUS Loans, Federal Pell Grant, and Federal Supplemental Educational Opportunity Grant (FSEOG), TEACH Grant and Federal Work-Study (FWS).
<b>Unsubsidized</b>	A loan for which the borrower is fully responsible for paying the interest regardless of the loan status. Interest on unsubsidized loans accrues from the date of disbursement and continues throughout the life of the loan. Unsubsidized loans include: Direct Unsubsidized Loans, Direct PLUS Loans, Direct Unsubsidized Consolidation Loans, and Federal Unsubsidized Stafford Loans, Federal PLUS Loans, and Federal Unsubsidized Consolidation Loans.

<b>Verification</b>	Verification is a process where your school confirms the data reported on your FAFSA. Your school has the authority to contact you for documentation that supports income and other information that you reported.
<b>WESS</b>	Web Enrollment Services for Students (WESS) is designed to provide students with a convenient method of registering, accessing their schedules, grades and financial accounts.