New to UAA?
If you are new to UAA, you may receive a conditional award offer upon applying for admission to UAA. All students must be completely admitted before final eligibility is established and before payment can occur.

New students must have a valid high school diploma or recognized equivalent in order to be eligible for financial aid.

Transfer Students
Please contact the Financial Assistance Office if you received financial aid at another institution during the 13/14 academic year. Failure to do so may cause an overpayment which you will be liable for.

Enrollment Requirements:
Many financial aid awards require at least half-time attendance, others require full-time attendance; Full-time attendance is defined as 12 credits for undergraduate programs and 9 credits for graduate programs. Half-time is 6 credits for undergraduates and 5 credits for graduate.

Enrollment status for Grants, Scholarships and Tuition Waivers are determined on the last day of the add/drop period as defined in the course schedule. For the summer semester, the end of the first add/drop is used to determine final summer enrollment. Adding classes after the end of add/drop will not increase your federal or state grants.

Audited courses do not count in determining your enrollment status for financial aid.

The Federal Pell Grant is offered on your award letter based on full-time enrollment status. Your Pell Grant will be prorated based on actual enrollment if you take less than 12 credits. As of July 1, 2012 students can only receive 12 full-time equivalent payments of Pell throughout their lifetime.

Repeated Coursework: Students may receive financial aid for only one repetition of a previously passed course.

Graduate Students: Only graduate level courses are financial aid eligible. If you are taking undergraduate courses that will apply to your graduate program, you must contact the financial aid office directly. This may cause delays in disbursement of your aid until after the add/drop period. Undergraduate courses that are needed as leveling, or prerequisites, are not financial aid eligible.

Need More Award Information?
For detailed information regarding the various financial aid programs listed on your award letter and their eligibility requirements visit: www.alaska.edu/financialaid/aid-types.cfm

FINANCIAL AID NOTIFICATIONS
The Office of Student Financial Assistance communicates primarily through email. You are responsible for checking your UAA email account and UAOnline for updates and notifications.

DEGREE SEEKING STATUS
Financial aid is available only to students enrolled in eligible degree-seeking programs. Not all certificates are eligible programs. Most scholarship and grant funds are only available to undergraduate students pursuing their first baccalaureate degree. If you complete a program and plan to continue on in another, you must reapply for admission to be eligible for aid. For example, if you complete your AA program in the Fall and plan to continue on in a Bachelor’s program in the spring, you must apply for admission to the Bachelor’s program by the spring application deadline.

Only coursework applicable to your degree program is eligible for financial aid.

SATISFACTORY ACADEMIC PROGRESS (SAP)
In order to receive financial aid, students must maintain Satisfactory Academic Progress requirements. Review UA’s SAP Policy at www.uaa.alaska.edu/financialaid/forms.cfm

It is extremely important to understand the SAP policy and know your SAP status.
• Check your academic progress status in UAOnline each semester after grades are posted.

SAP requires more than the academic standard of maintaining a 2.0 GPA (3.0 for graduates). To be in compliance you must also:
• Complete your degree within a maximum number (150%) of attempted UAA credit hours.
• Maintain a minimum completion ratio for all courses attempted. The minimum satisfactory completion rate is 67%.

SAP is reviewed at the end of each period of enrollment.

Disbursements and Refunds
Most federal and institutional funds are disbursed each semester beginning the week before classes start. State grants and scholarships are not disbursed until after add/drop. Check UAOnline to see the expected disbursement date for your awards. Checks are mailed to the mailing address as shown in UAOnline or by direct deposit.

Your disbursement date is not the same as your refund date. After aid is disbursed to your student account, tuition and other charges will be deducted. If a credit balance results, a refund check will be issued to you within 14 business days of the disbursement date.

If your check includes Federal Stafford loan proceeds and you do not wish to keep the Stafford loan funds, you have 14 days from the date of the disbursement to request a return of federal loan funds.

Changes in Classification
The award and disbursement of your financial aid is based on your classification (undergraduate or graduate), residency and housing status as indicated on your FAFSA. To avoid unanticipated delays or having to repay funds already disbursed, notify the Office of Student Financial Assistance of any corrections or changes to this information immediately.

Attendance Requirements
Avoid Repaying! If you totally withdraw or stop attending classes before completing 60% of the term, a portion of the total aid received, excluding Federal Work-Study earnings, must be repaid. You will be notified within 30 days of your official withdrawal date regarding how much you owe. Students who do not officially withdraw, but fail all classes will be assessed on the 50% point of the semester or documented last date of attendance, if one is provided by faculty.

Delaying Your Start
If you are packaged for fall and spring semesters, but do not enroll in fall, your aid may be cancelled if you do not inform us in writing of your intent to enroll in spring.

Summer 2014 Financial Aid
Funding for the summer 2014 semester is limited to the amount you have remaining from fall 2013 and spring 2014. If you plan on attending summer 2014 and do not have any summer awards listed on your award letter (most students do not), contact the UAA One Stop Center to inquire about your options.

This publication constitutes your notification in writing of the terms and conditions of your financial aid awards.
Be an Informed Borrower: Borrow conservatively and keep track of who your lender is, how much you borrow and how much your loan payments will be after graduation. Access lender information at www.nslds.ed.gov/nslds_SA/.

Time Limitation on Direct Subsidized Loan Eligibility for First-Time Borrowers: As of July 1, 2013, first-time Direct Subsidized Loan borrowers can receive Direct Subsidized Loans for no more than 150% of the published length of their undergraduate program. For more information refer to: http://ifap.ed.gov/earnouncements/attachments/051613DirectSubsidizedLoanLimit150PercentAnnounce1Attach.pdf

Federal Direct STAFFORD and Graduate PLUS Borrowers:
All student loan borrowers must complete entrance loan counseling and a Master Promissory Note (MPN) before you can receive your first disbursement of your Direct Loans. The entrance loan counseling is listed under your “Outstanding Requirement” in UAOnline if you are required to submit one. Federal Direct Stafford and PLUS Master Promissory Notes can be completed online at www.studentloans.gov. Award amounts are based on grade level at time of award and will not be adjusted mid-year unless a new program of study is elected.

FEDERAL Parent PLUS Loans
PLUS loans are processed through the Federal Direct Student Loan program. The Parent borrower must complete a MPN at www.studentloans.gov. Federal PLUS Loan funds are deposited electronically into your student account.

Parent PLUS loans cannot be accepted via UAOnline. Your parent must complete a PLUS Loan Request Form available at: www.uaa.alaska.edu/financialaid/forms.cfm

Credit Checks
The Direct Stafford loans are guaranteed through the federal government and do not require credit checks. Other loans, such as the Alaska Supplemental Education loan, the PLUS loan and other Private loans do. UAA does not evaluate your credit, when necessary it will be done by your lender, at the time of your application. Borrowers who fail the credit requirement may reapply with a credit worthy cosigner.

Purchasing Books: Students attending the Anchorage campus can complete a Financial Aid Authorization Form to have excess financial aid applied to their Wolfbucks card in order to purchase books at the UAA bookstore. Students attending other campuses must contact the campus for specific information on how to purchase books.

Accepting Your Awards
You must accept your loan offers online at www.ualaska.edu/financialaid/policies.cfm to receive funds. If you do not accept loan offers within 30 days, the award may be cancelled. By accepting your award offer and/or by receiving the funds, you are accepting the responsibility to comply with the eligibility requirements of the award(s). For detailed instructions on how to accept your awards, visit: www.ualaska.edu/financialaid/policies.cfm

You may make changes to awards that you have accepted and/or declined in UAOnline by submitting a Revision Request form. All forms can be found online at: www.ualaska.edu/financialaid/policies.cfm

All awards are contingent upon sufficient appropriation of funds and your fulfillment of their terms and conditions.

For more information regarding financial aid policies, visit: www.ualaska.edu/financialaid/policies.cfm

Federal Work Study (FWS): If FWS is included in your award offer, you may apply for an open position at any one of the UAA campuses. Visit www.ualaska.edu/financialaid/federal-work-study.cfm for information on how to obtain a position.

Having an award does not guarantee you a position. The amount of your award is the maximum you are eligible to earn. FWS funds are paid to you by paycheck and are not automatically credited to your student account.

Exit Interview
Federal regulations require all student loan borrowers that graduate, stop attending or drop below half-time to complete exit loan counseling at https://studentloans.gov/myDirectLoan/index.action

Outside Resources
Aid received from outside sources not listed on your Award Notice, such as scholarships, tuition waivers, third party payments, etc. must be reported to the Student Financial Assistance Office immediately. Your award offer may need to be revised as a result. Check UAAOnline for revisions. Failure to do so could result in having to repay funds already disbursed to you.

Alternate Enrollment
There are many options available for attending UAA. Many students take courses at other UA campuses, Study Abroad, National Student Exchange, etc. Students are funded by the University to which they are admitted (UAA, UAF, UAS). Funding for UAA students who take classes at other UA campuses is automatic. If you are planning on participating in an eligible study abroad or exchange program, contact us as soon as possible to provide information on published costs and dates of attendance along with the Alternative Studies Budget Adjustment Form.

UPDATE YOUR INFORMATION!
To ensure that you get important information regarding your financial aid, make sure your local mailing address and phone numbers are current in UAOnline.

All student financial aid email communications will be sent to your UAA student e-mail account unless you have designated a preferred email in UAAOnline. You are responsible for monitoring your account regularly.

If you are a UAA student currently registered for classes, you’re eligible for a free UAA email account. Instructions on how to access your account can be found at www.ualaska.edu/informationtechnologyservices/email.cfm.

Keep Your Lender Informed
If you drop below half-time or transfer to another school without telling your lender, you may use up your six month grade period. This typically occurs once you have graduated. Always keep your lender informed. You may have multiple lenders and must keep them all informed. You are responsible for informing them of address changes.

Recent Changes to Federal Programs
Stay informed and up to date on regulatory changes throughout the year at http://www.ualaska.edu/financialaid/loanchanges.cfm.

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The 2013-2014 Award Conditions are accurate as of July 1, 2013

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