2012-2013 Financial Aid Award Letter Guide

Student Financial Assistance (SFA) provides the following information to assist you in interpreting your financial aid award. Please read this guide and complete the checklist at the end so the processing of your financial aid will be quick and easy!

**Award Letter**

The award letter contains your financial aid offer for the fall 2012 – spring 2013 academic year. It includes instructions for accepting, declining or reducing your aid. Read your award letter carefully!

**Online Access**

At joess.mst.edu, students can review their financial aid information, accept or decline their financial aid awards and give their families or guardians access to their information. Students must grant eConsent at this site prior to accepting or declining aid. By granting eConsent, you gain full access to electronic info and online processes.

**Package Revisions**

Your financial aid package will be subject to revision if your cost of attendance, additional aid or FAFSA data changes. We are required by federal and state regulations to adjust or cancel your package as a result of any info we receive that affects your eligibility.

**Additional Financial Resources**

You are required to notify SFA via Joe’SS of any additional financial resources you will receive for the 2012-2013 school year that are not listed on your awards letter. These resources might cause an adjustment of the financial aid you were originally offered. If you personally receive a check for an outside scholarship, send it to SFA. Please include your student ID number on the check.

**Enrollment Requirements**

Your award is based on the assumption that you will be enrolled full-time each semester. During the fall and spring semesters, this requires at least 12 hours for undergraduate students and at least 9 hours for graduate students. If you plan to take fewer than the hours required to be a full-time student, please contact SFA to determine how your enrollment status will affect your aid. Enrollment is verified each semester prior to disbursement of all funds and again at the end of census—two weeks after the first day of class.

**Your Address**

It is critical that you have your correct permanent and local addresses on file with the university. You can update your information through the Student Center at joess.mst.edu. When possible, we will communicate with you via your S&T email address, so please activate your email if you have not done so. Visit it.mst.edu for assistance.

**Billing Information**

If you are receiving financial aid and there is still a balance due after aid has been credited to your account, your billed minimum payment must be made by the deadline shown on your billing statement. You will receive emails monthly beginning late June directing you to your bill. You will not receive a paper bill. Billing info is available through the Student Center at joess.mst.edu. To learn more about billing, contact the Cashier’s Office at 573-341-4195 or cashier@mst.edu.

**Authorized Payers**

If you wish to have your parent receive an email once the bill is generated you will need to set them up as an “Authorized Payer.” Once they are set up they will receive the monthly email along with access to view and make payments on your student account. For step-by-step directions on setting up an Authorized Payer, visit cashier.mst.edu.

**AAA—Additional Authorized Access**

Students have the ability to grant access to Additional Authorized Users in Joe’SS. This access will include authorized users to view Student Account, Directory, Academic or Financial Aid Information. Students will have the authority to grant access to all four parts or any combination thereof. For step-by-step directions on how to set up an Additional Authorized User, visit registrar.mst.edu.
Scholarships, grants and work study

Federal Pell Grant

This grant is awarded to undergraduate students who have not received a bachelor’s degree and who demonstrate exceptional financial need. Financial need and eligibility are determined by the federal government using the data you submitted on the FAFSA.

Federal Supplemental Educational Opportunity Grant (FSEOG)

This grant is awarded to undergraduates who have no prior bachelor’s degree and who demonstrate exceptional financial need. Priority is given to Federal Pell Grant recipients. If your FAFSA is filed by the March 1 priority deadline you are automatically considered.

Departmental Scholarships

Many academic departments on campus have scholarship funds for new and current students. Some departments will automatically consider students for funding, while others will require an application. Please check your academic department website for information on how to be considered for a scholarship.

Bright Flight Scholarship

The “Bright Flight” scholarship is officially awarded by the Missouri Department of Higher Education (MDHE). Missouri S&T must receive an official ACT score and/or notification from MDHE that you have qualified for this award. If you have not received an award notification from MDHE, contact:

Missouri Department of Higher Education
3515 Amazonas Drive
Jefferson City, MO 65109-5717
Phone: 573-751-2361
Information Center: 800-473-6757

You must be enrolled full-time to be eligible to receive the award.

Access Missouri Grant

This grant is awarded by the Missouri Department of Higher Education (MDHE) to undergraduate students who are Missouri residents and demonstrate high financial need. To meet the state deadline students must file their FAFSA by April 1 and submit any corrections by July 31. Students must be enrolled full-time to be eligible for the grant.

Federal Work Study (FWS)

This is awarded to students with high financial need who indicated interest in Work Study on the FAFSA. Students must work to earn this award, and will receive a paycheck every two weeks. If you were not awarded FWS you can contact SFA about a waitlist, or other on-campus jobs. Job placement will occur during the first two weeks of school and students will receive emails about required workshops. Your FWS award is taxable; you will receive a W-2 for your earnings.

Scholarship Searches

Search online for other scholarship opportunities. You can access a listing of scholarships—along with several search engines—at sfa.mst.edu.

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Estimated cost of attendance

Listed below are estimated direct costs (paid to Missouri S&T) and indirect costs (paid where purchased) for undergraduate and graduate students. Total estimated costs represent the maximum amount of financial aid you can receive for the academic year. Tuition, fees, and books and supplies are based on the average enrollment of 29 credit hours for undergraduates and 18 credit hours for graduate students for the fall 2012 and spring 2013 academic year.

The numbers below reflect our best estimate of the cost of attendance for the 2012-2013 academic year. More details are available at sfa.mst.edu. Please note: 1undergraduate cost of attendance is based on a first-time freshman student and the 2graduate cost of attendance does not represent the MBA program cost. 3Personal Needs represents the average amount in discretionary spending spent per students during an academic year and may vary by student.

<table>
<thead>
<tr>
<th>UNDERGRADUATE STUDENTS1</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Missouri residents</td>
<td>Out-of-state residents</td>
</tr>
<tr>
<td>Tuition &amp; fees</td>
<td>$9,784</td>
<td>$23,622</td>
</tr>
<tr>
<td>Room &amp; board</td>
<td>8,744</td>
<td>8,744</td>
</tr>
<tr>
<td>Books &amp; supplies</td>
<td>952</td>
<td>952</td>
</tr>
<tr>
<td>Personal needs3</td>
<td>3,056</td>
<td>3,056</td>
</tr>
<tr>
<td>Total estimated cost</td>
<td>$22,536</td>
<td>$36,374</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRADUATE STUDENTS2</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Missouri residents</td>
<td>Out-of-state residents</td>
</tr>
<tr>
<td>Tuition &amp; fees</td>
<td>$8,394</td>
<td>$17,696</td>
</tr>
<tr>
<td>Room &amp; board</td>
<td>6,072</td>
<td>6,072</td>
</tr>
<tr>
<td>Books &amp; supplies</td>
<td>488</td>
<td>488</td>
</tr>
<tr>
<td>Personal needs3</td>
<td>3,768</td>
<td>3,768</td>
</tr>
<tr>
<td>Total estimated cost</td>
<td>$18,722</td>
<td>$28,024</td>
</tr>
</tbody>
</table>

The University reserves the right to modify by increase or decrease the fees charged for attendance and other services at the University, including but not limited to educational fees, at any time when in the discretion of the governing board the same is in the best interest of the University, provided that no increases can or will be effective unless approved by the governing board not less than thirty (30) days prior to the beginning of the academic term (semester etc.) to which the fees are applicable, with all modification of fees to be effective irrespective as to whether fees have or have not been paid by or on behalf of a student prior to the effective date of the modification.
## Student Loans

Students can borrow loans from the federal government, the university and private lenders. Refer to the chart above for terms and conditions on federal and university loans. Loans must be accepted by the student prior to SFA processing the funds. **First-time borrowers must visit studentloans.gov to complete a Master Promissory Note and Entrance Counseling** before funds pay out to the student’s account.

<table>
<thead>
<tr>
<th>Loan Name</th>
<th>Eligibility</th>
<th>Payment Begins</th>
<th>Interest Rate</th>
<th>Borrower</th>
<th>Origination/Default Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Perkins</td>
<td>Need based; file FAFSA by March 1</td>
<td>9 months after graduating or dropping below half-time</td>
<td>Fixed 5%; begins at repayment</td>
<td>Student</td>
<td>None</td>
</tr>
<tr>
<td>Subsidized Ford Federal Direct Loan</td>
<td>Need based; undergraduate students</td>
<td>6 months after graduating or dropping below half-time</td>
<td>Fixed 6.8%; begins at the start of the grace period</td>
<td>Student</td>
<td>1.0%</td>
</tr>
<tr>
<td>Unsubsidized Ford Federal Direct Loan</td>
<td>Non-need based</td>
<td>6 months after graduating or dropping below half-time</td>
<td>Fixed 6.8%; begins accruing at time of disbursement</td>
<td>Student</td>
<td>1.0%</td>
</tr>
<tr>
<td>Federal Parent/Graduate PLUS loan</td>
<td>Non-need based; final approval pending credit check for parent or graduate student</td>
<td>Parent—60 days after fully disbursed but can be deferred Graduate—6 months after graduating or dropping below half-time</td>
<td>Fixed 7.9%; begins accruing at time of disbursement</td>
<td>Parent for undergraduate student -or- Graduate student</td>
<td>4.0%</td>
</tr>
</tbody>
</table>

### Federal Parent and Graduate PLUS Loans

Parents or graduate students applying for the PLUS loan have to also complete a Master Promissory Note. Parents and graduate students will need to sign into the website using their FAFSA PIN. If you have forgotten or do not yet have a FAFSA PIN, visit [www.pin.ed.gov](http://www.pin.ed.gov). We recommend that you apply for the PLUS loan after July 1, 2012.

### Anticipated Aid and Disbursements

#### Anticipated Aid

All financial aid that has been offered to you (excluding the Parent/Graduate PLUS loan and Federal Work Study) are considered as “Anticipated Aid” on your bill. The Cashier’s Office will calculate your charges, subtract out any anticipated aid, and provide you an adjusted amount due. If you determine you will not be borrowing a loan that is included in this anticipated aid, please decline it on Joe’S$S. This will give you an accurate amount due when you receive your bill each month. (After declining a loan, you are still considered eligible for that loan throughout the aid year. If you decide to borrow it in the future, contact SFA).

#### Disbursement of Financial Aid Funds

All financial aid funds (except Federal Work Study) are credited directly to your Missouri S&T student account. Usually one-half of your aid is credited to your account for the fall semester, and the other half is credited for the spring semester. If you receive funds from the State of Missouri, they may be sent to SFA several weeks after the start of each semester. SFA cannot apply these funds to your account until they are received. If you are receiving any form of aid outside of the university (outside scholarships, grants and/or loans) we will not be able to disburse these funds until we receive those funds as well.

Title IV funded federal aid cannot be used to pay a past due balance. If you have a past due balance and non-Title IV aid, the Cashier’s Office will use those funds towards the past due amount before current fees on your account.

If you are due a refund, the fastest way to receive funds is via Direct Deposit. You may set up Direct Deposit on Joe’S$S. If you do not have Direct Deposit set up, the Cashier’s Office will automatically send the excess to you by check. For more information see [cashier.mst.edu](http://cashier.mst.edu).
Important information

Verification
Each year the federal government requires that we verify the accuracy of FAFSA data submitted from selected financial aid applicants. We may ask you to submit various documents—such as a copy of your tax transcript—to our office. We cannot disburse any aid until verification is complete; please contact our office if you have any questions.

Special Circumstances
If a major change occurs in your financial situation after you have completed the FAFSA, a Special Circumstance form can be found at sfa.mst.edu.

Withdrawal
Recipients of federal and state funds who withdraw from Missouri S&T or stop attending classes before the semester is 60% complete are required by federal and state regulations to return any unearned portion of their federal or state funds.

The calculation of return of funds may result in the student owing a balance to the university. Refer to the refund policy at cashier.mst.edu.

It is extremely important that students who cease attending classes initiate a formal withdrawal from the university. The withdrawal form is available at registrar.mst.edu.

Progress Policy for Financial Aid Eligibility
To receive financial aid, you must make satisfactory academic progress (SAP) per federal financial aid guidelines. There are three basic requirements:
1) Students must pass at least 75% of attempted credit hours
2) Students cannot exceed more than 150% of the required hours to graduate
3) Students must meet the minimum cumulative GPA:
   - 1.67 if less than 30 credit hours
   - 2.00 for 30 hours or greater

Planning ahead

FAFSA PIN Number
All students who complete a FAFSA will need a PIN from the federal government.
To obtain a PIN or to retrieve your PIN please go to pin.ed.gov. You will need this PIN to sign your FAFSA each year and to complete any additional forms required for Federal Aid. Parents will also need their own PIN to sign the FAFSA and apply for a PLUS loan to help pay for school.

Reapply for Financial Aid Every Year
All students who wish to receive federal and state funds must complete a FAFSA for each academic year (Aug-July). A new application is online each year after Jan. 1 for the upcoming school year. S&T’s priority deadline is March 1.

Scholarship Application
For returning students and transfer students, most campus-based applications for scholarships that are offered through the SFA office are due by February 1 for the upcoming school year. Visit sfa.mst.edu for more info.

Co-ops and Internships
Students who receive a co-op or internship will be considered a full-time student for enrollment purposes.
While on a co-op or internship, students will not be eligible to receive any aid.
Students will not go into the grace period for any loans while they are on a co-op or internship, and will need to register officially with the Career Opportunities and Employer Relations Office.

Financial Aid Checklist

Make sure you complete the following:
• Set-up your new password through Joe’Ss
• Set-up your S&T email account
• Sign the UM eConsent form on Joe’Ss
• Read “Required Reading” at sfa.mst.edu
• Review your to-do list though the Student Center on Joe’Ss
• Accept your awards on Joe’Ss
• Complete a Master Promissory Note and Entrance Counseling—if you plan on taking any federal loans—at www.studentloans.gov
• If awarded Federal Work Study, check your S&T email for important updates over the summer
• PLUS loans cannot be accepted on Joe’Ss; to apply for a PLUS loan, parents or graduate students will need to complete an application and promissory note at www.studentloans.gov