

HUMBOLDT STATE UNIVERSITY

Spring 2017 Financial Aid Bulletin

Financial Aid Office • Humboldt State University • 1 Harpst Street • Arcata, CA 95521
707.826.4321 (local) • 866.255.1390 (toll free) • 707.826.5360 (fax) • www.humboldt.edu/finaid

The Financial Aid Office would like to welcome all new and returning Lumberjacks for the spring semester at Humboldt State University! Being engaged in your educational career is important to your success at HSU and your finances play a huge role in this experience. Our office communicates primarily by email and by adding items to your *myChecklist* in your *myHumboldt* account, we highly recommend that you visit your portal on a regular basis. We look forward to assisting you throughout the semester and we encourage you to stay engaged in your finances!

Financial Aid Disbursement – How do I get my money?

The Disbursement of Financial Aid is the process by which your accepted aid pays into your Student Account; it is also dependent on your financial aid status and your enrollment. The initial disbursement of funds will occur one week prior to the first day of school and will repeat once a week throughout the semester.

Students who have met all disbursement requirements will be notified via email when funds disburse into the Student Account. All outstanding University charges will be paid first such as Tuition & Fees and then on-campus Housing & Dining (if applicable).

If there are Financial Aid funds remaining in your student account after all university charges are paid, you may either get your money through Direct Deposit or by Paper check.

Student Financial Services offers [Electronic Fund Transfer \(EFT\)](#) for students, which provides faster deposit of funds and reduces risk of check fraud. Once enrolled, funds will be available within 2-3 business days from the time a credit is posted to a student account. Participation remains in effect until cancelled via Student Center. If you are not enrolled in direct deposit (EFT), your **Paper Check** must be picked up at the Cashier's window (SBS 285) which are available on Fridays. Questions? Contact [Student Financial Services](#)

Pending Financial Aid

Tuition & Fees for the fall term are due **January 4, 2017** prior to the initial disbursement of Financial Aid. If you have been awarded Financial Aid, you will see all accepted aid listed on your student account as *Pending Financial Aid*.

Funds will disburse if:

- You have completed the Student Authorization Form.
- Your loan has been certified, your Master Promissory Note signed, & Entrance Loan Counseling completed.
- You are enrolled in a minimum of 12 units (undergraduates) and 9 units (graduates), in order to receive full-time aid.
- You do not have any University or Financial Aid holds.
- You do not owe a prior academic year debt of \$200 or more.
- You meet Satisfactory Academic Progress (SAP) standards.
- Your (provisional) admission status has been cleared or confirmed. Questions? Contact [Admissions](#)

If your Pending Financial Aid is enough to cover your Tuition & Fees, you do not need to pay by January 4th.

Your charges will be deferred until our initial disbursement of funds. If you do not have enough Financial Aid to cover your charges (or if you have not yet been awarded), you are responsible for paying those charges by the deadline or setting up a payment plan with [Student Financial Services](#). For registration activity after January 4th, fees are due within 72 hours, otherwise students will be cancelled for nonpayment.

Please Note: Failure to pay any outstanding balance will result in cancellation of your student class schedule. Students disenrolled for non-payment of fees will be treated as having withdrawn from all classes as of that date and will be responsible for paying a prorated fee based on the number of days enrolled. For more information on fee deadlines, how to pay your tuition/fees, and how to set up an [Installment Payment Plan \(IPP\)](#), contact [Student Financial Services](#) at: 707.826.4407 or hsu-cash@humboldt.edu

Living on campus

If your Pending Financial Aid is also enough to cover your Housing & Dining charges, your charges will be deferred until our initial disbursement of funds. For students who do not have any or enough *Pending Financial Aid*, payment is due on **January 10th**. If your aid will only cover a portion of your charges, you may have to pay the difference or request a payment plan. For more information regarding [payment due dates and payment plans](#), or to update your current meal plan or payment plan, contact the [Housing & Dining](#) office at: 707.826.5510 or housingcashier@humboldt.edu

HUMBOLDT STATE UNIVERSITY

Spring 2017 Financial Aid Bulletin

Financial Aid Office • Humboldt State University • 1 Harpst Street • Arcata, CA 95521
707.826.4321 (local) • 866.255.1390 (toll free) • 707.826.5360 (fax) • www.humboldt.edu/finaid

Your Enrollment can affect Awarding & Disbursement

Your initial Financial Aid award is an estimate based on full-time enrollment which for financial aid purposes is 12 units for undergraduates and 9 units for graduates.

The amount of funds disbursed to you may be adjusted based on the actual number of enrolled units. If you plan to be less than full-time, you must notify us by submitting a [Change Form](#) in order for us to adjust your award if necessary. Please note:

- Eligibility for some types of aid is dependent on a specific number of enrolled units.
- Waitlisted or Audited courses are not counted as enrolled units for Financial Aid purposes.

We encourage you to contact our office if you would like to know how changes to your enrollment will affect your aid.

Freeze Date

Your enrollment on **January 30th** determines the amount of financial aid you should receive for the semester. It is also the last day to add/drop classes, withdraw from classes without approval of serious & compelling reasons, or file an Educational Leave (by 11:59pm) for the spring semester. You have until the **Freeze Date of January 30, 2017** to finalize your enrollment status. Your initial Financial Aid award is an estimate based on full-time enrollment.

Dropping Units After Disbursement

Doing so may result in a **billing for over payment of funds**, and/or a status of **Warning for a Unit Deficiency** (for not meeting Satisfactory Academic Progress), and/or a **Loss of Eligibility to receive Financial Aid** for the following term. Students who change their unit load to a lower fee category (changing from full-time to part-time) must do so on or before the add/drop date in order to receive a refund for paying full-time fees, less a \$27 administrative charge.

Refunds will not be given for units dropped after the Freeze date of **January 30, 2017**. If you are unsure how changes to your unit load will affect your Financial Aid, please stop by our office or give us a call so that a Financial Aid Counselor can advise you appropriately.

Award Revisions

Any changes made by our office or corrections you make on the FAFSA can delay the processing of your award and/or make changes to your current award. If any revisions are made, you will be notified via email. If you have been awarded additional aid, funds will be disbursed accordingly.

Changes

If changes in your student plan occur such as a change of enrollment status or receipt of outside aid, please notify us immediately by submitting a [CHANGE FORM](#).

Enrollment Status: Any decision you make regarding your enrollment status needs to be reported to our office for fall and spring, so that we can update your file and/or reflect those changes in your award. For example, you must notify us if you take a leave of absence, have a stop out term, change your graduation date, or decide to take fewer units.

Receipt of outside aid or benefits / Non HSU Scholarships:

Students who receive outside scholarships or fee-payment coverage from an outside agency must notify our office. Funds will disburse to the student account when funds are received from donor/agency/program. Please note: If you have already been awarded funds that cover tuition/fees like the State University Grant (SUG) or Cal Grant (fee coverage), you may see those funds canceled and replaced with the outside aid you received. If funds have already disbursed, you may need to return some or all of the SUG or Cal Grant funds received.

Withdrawal from HSU

Financial Aid recipients must consult with the Financial Aid Office prior to withdrawing from the university. If you decide to withdraw from the University or cease attendance, a portion of your financial aid may be considered unearned and must be returned to the program where funds originated. You will be billed for any unearned financial aid resulting in University charges. You must officially withdraw from the University. Failure to attend class or dropping all of your classes via the Student Center is not considered an official withdrawal. Failure to follow formal university procedures by stated deadlines may result in an obligation to pay fees. Information regarding the [Withdrawal Process](#) is available from the Office of the Registrar.

HUMBOLDT STATE UNIVERSITY

Spring 2017 Financial Aid Bulletin

Financial Aid Office • Humboldt State University • 1 Harpst Street • Arcata, CA 95521
707.826.4321 (local) • 866.255.1390 (toll free) • 707.826.5360 (fax) • www.humboldt.edu/finaid

Loans

There are two types of **Federal Direct Loans** offered to students; 1) **Subsidized**, which does not accrue interest while in school at least part-time, and 2) **Unsubsidized**, which does accrue interest. Students are offered a specific loan amount based on their Dependent or Independent status and Annual/Lifetime loan limits determined by the Department of Education. The maximum loan amount allowed per academic school year is always offered, therefore, we encourage you to only borrow (accept) what you need. Prior to receiving your first loan disbursement, you will be required to complete a [Master Promissory Note \(MPN\)](#) and complete [Entrance Loan Counseling](#); half of your total loan amount will disburse each semester. You can keep track of your loans, your servicer, and much more at the [National Student Loan Data System](#), the Department of Education's database.

If you declined a loan you were offered and are now in need of additional financial assistance, you may request a loan for up to the amount that was initially offered to you (minimum of \$500) by submitting a [Loan Application](#). You have the right to cancel a previously accepted loan or repay any loan funds within 120 days of disbursement; notify us of this decision by submitting a [Change Form](#).

Parent PLUS Loans: Parents who are interested in pursuing additional funds for their student may apply for a [Parent PLUS Loan](#). The parent will be required to complete a MPN before funds are disbursed. If the PLUS loan amount is greater than the account charges, a refund check will be mailed to the parent borrower (EFT not available). You have the right to cancel a previously accepted loan or repay any loan funds within 120 days of disbursement; notify us of this decision via email: finaid@humboldt.edu

Please note: All university charges on the student account are paid first by the Parent PLUS Loan and then by the student's funds. If charges have already been paid, then the remaining funds may go to the student, not to the parent.

Alternative/Private Loans: Funds will disburse to your student account when we receive the funds from the lender.

Stay Engaged in Your Finances

Limits and Caps

State and Federal Financial aid programs have time limits and [understanding these limits](#) will assist you in planning your education. We have a warning system in place in order to help keep you on track. If you reach a [limit](#), you may no longer be eligible for certain types of aid and if you reach a [cap](#), you will no longer be eligible for Financial Aid including Federal (PELL, Direct Loans) & State (CalGrant, SUG) aid.

Satisfactory Academic Progress

SAP is measured after grades have been posted each term (fall, spring, summer) and is dependent upon the type and amount of aid received, including your enrollment level at time of disbursement. Generally, you must pass 83% of the required number of units to retain your financial aid eligibility. If you fail to meet SAP standards, you may be placed on financial aid warning for the following term or you may have a Loss of Eligibility. For more information, please review our [SAP policy](#) or ask to speak to a walk-in Counselor.

Verification

If you were selected for verification, you must submit all documents requested in order for us to award and disburse your Financial Aid for the academic school year. If you are selected for verification after you have been awarded or disbursed financial aid, you must still complete the verification process. Failure to do so may result in a loss of all your aid, funds may need to be returned to the program where funds originated (per federal regulations), and you may be billed for overpayment.

We are here for you

For all your Financial Aid questions, call us at 707.826.4321, stop by the office Monday-Friday from 8am-5pm located at the Student Business Services (SBS) building on the 2nd floor, or visit our Financial Aid [website](#). We also offer Walk-in Counseling from 10am-4pm M-F. For more information, our policies and procedures can be reviewed on the [2016-2017 Award Guide](#).

IMPORTANT REMINDER

The 2017-2018 Financial Aid Application priority date is March 2, 2017. Submit your FAFSA or DREAM ACT application for Fall 2017 - Spring 2018 as soon as possible.

HUMBOLDT STATE UNIVERSITY

Spring 2017 Financial Aid Bulletin

Financial Aid Office • Humboldt State University • 1 Harpst Street • Arcata, CA 95521
707.826.4321 (local) • 866.255.1390 (toll free) • 707.826.5360 (fax) • www.humboldt.edu/finaid

Required Consumer Information

[Consumer information](#) is required to be disclosed as a condition of our participation in Federal Title IV student financial aid programs is available on our website. This site reflects the substance and location of this information, required to be published and available for current and prospective students, employees, and the general public by regulations contained in the Higher Education Act of 1965, as amended by the Higher Education Opportunity Act (HEOA) of 2008. This list also contains disclosures of information regarding student rights required by the Family Education Rights and Privacy Act (FERPA) of 1974; the Student Right to Know and Campus Security Act of 1990; the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990; the Equity in Athletics Disclosure Act of 1995; the Drug-Free Workplace Act of 1998 and Drug-Free Schools and Communities Act of 1994. The required disclosure of information includes specific student rights regarding education records and directory information under the Family Education Rights and Privacy Act (FERPA); information about financial aid, student rights and responsibilities, study abroad, satisfactory academic progress, aid disbursement, loan terms, loan repayment and deferral, federal requirements for return of funds; Equity in Athletics disclosures about participation, completion and graduation rates of student athletes, gender ratios, expenses, recruiting and revenues; institutional statistics such as completion, graduation and transfer out rates, academic information regarding faculty, facilities and accreditation; special facilities for disabled students; campus safety, annual campus security reports, crime awareness and safety reports; prevention of drug and alcohol abuse and specific information regarding fees, refunds and withdrawal. A detailed list of sources for this information is also available in the HSU Catalog under the section of [Student Rights, Responsibilities, & The Fine Print](#).

Published by the Financial Aid Office, Humboldt State University, Arcata, CA 95521-8299. Humboldt State University is an Affirmative Action/Title IX Employer. The California State University is committed to providing equal opportunities to men and women students in all campus programs including intercollegiate athletics.

FABulletin_40C_Sp17.indd 12/16

