

## EXPLANATION OF YOUR AWARD LETTER

Take time now to read and understand the explanation of your award letter. You will receive an initial award letter via mail and all subsequent award letters or revised letters will be available on Banner Financial Aid Student Self-Service. It is important that you understand the information concerning your aid offer. If you have questions, please call us at (706) 721-4901 from 8:00AM to 5:00PM EST.

1. The aid on your award letter has been offered to assist you with your educational expenses during one academic year. You must apply for aid annually. Most financial aid is need based. Because funds are limited, your need may not be met in full. Applications are processed in the order of completion.
2. You may refuse or reduce any portion of your aid package. To do so, make the change to the individual fund on your award letter, initial and date the change, and return the revised award letter to our office.

### Payment of Awards

3. **Billing/Check Disbursement.** Your award letter details the types, amounts and distribution of your aid. **The Office of Student Financial Aid does not disburse funds.** The Cashiers' Office (706-721-2926) and the Student Loans Office (706-721-4957) handle the billing and disbursement of funds. **In general, if your aid award is finalized** at the time of fee billing, the aid will be credited against the charges on your bill (tuition, fees, residence housing, etc.). You are responsible for payment of any balance due. (Federal Work-Study is not available for crediting accounts since students are paid bi-weekly for actual hours worked.) If your aid exceeds the amount of your bill, the Cashiers' Office will mail the balance to you by the day of registration. MCG receives Stafford Loan funds electronically. Electronic funds will be credited to bills and balances issued when applicable. **NOTE: Refunds will not be issued until 5-7 days after the last day of drop/add.**

Your bill and the credits applied to your bill can be viewed on the web approximately ten days prior to registration. Go to the MCG homepage (<http://www.mcg.edu>) and click Information for Students; Under Campus Resources, click Student Billing then follow the instructions. If your aid includes a Health Professions, Perkins, or Institutional loan, you must sign your promissory note with the MCG student Loans Office before registration day; failure to do so will void the credit to your bill. **If your aid is not finalized** in time for crediting to your bill, you are responsible for payment of your tuition, fees, and other charges at the time or your scheduled registration. Failure to make payment will result in a \$25.00 late fee and/or cancellation of classes. Your aid will be made available to you during the semester. After your aid is finalized and authorization is made, allow the Student Loans Office at least ten (10) days to produce a check or credit. There is no deferment of tuition and fees until all financial aid processing are completed.

### Student Budgets

4. Your student budget is an estimate of your educational and living expenses used to determine the maximum financial aid available to you. Your budget is an average of expenses for your program of study or school. It consists of tuition, fees, books, supplies, living allowance, transportation allowance, loan fees, and miscellaneous educational costs. Your budget covers your period of enrollment during the current financial aid year. The financial aid year starts Fall semester and continues through Summer semester. Semesters when you are not enrolled are not included in your budget.

Federal guidelines control the types of expenses allowed in the student budget. Living expenses for your spouse and children, credit card debt accumulated before entering MCG, single living apartment rent, job interviewing costs, car payments, and costs of certification exams are examples of expenses usually not allowed as part of the student budget. Your student budget is printed on your award letter below our awards. If you have any questions, please contact the Office of Student Financial Aid.

### General Information

5. **Stafford Loan. The Master Promissory Note (MPN) is the application that you complete and mail to your lender.** You will complete the MPN only **once** during your enrollment at MCG. (In the past, you completed an individual promissory note for each loan and the promissory note was for a specific amount.) The MPN covers multiple years and does not specify an "amount." This reduces the paperwork you will complete during your enrollment; however, it increases your responsibility to track your total debt.

**Please check the loan offer on your award letter and notify this office in writing if you wish to reduce or cancel your Stafford Loan.** Within days of your award letter, our office will certify your loan. You can expect to receive a pre-printed Master Promissory Note from your lender in approximately 2 to 3 weeks, if one is not already on file: follow the directions and mail the MPN to your lender. Allow 3 to 4 weeks for your lender to mail you the "Guarantee and Disclosure Statement" which states the amount of loan approved. (If you do not receive the disclosure statement in a timely manner, contact our office or your lender.) **It is your responsibility to check the "Guarantee and Disclosure Statement" to verify that the loan is for the correct amount.** This is the amount of loan you will be required to repay.

The Federal Subsidized Stafford Loan is a need-based loan and the federal government pays the interest that accrues while you are in school, during your grace period, and during deferment periods.

The Federal Unsubsidized Stafford Loan is a non-need based loan and the federal government does not pay any of the interest. You are responsible for all interest throughout the life of the loan. Since this is a costly loan, eligibility is not certified unless you specifically request the unsubsidized loan and specify the loan amount. Use the Interest Capitalization Worksheet, available from our office, to easily figure an estimate of accruing interest.

On both the Subsidized and the Unsubsidized Stafford, principal repayment can be deferred until you graduate. The variable interest rate is capped at 8.25% and is set each July 1. The lender deducts a three (3) percent origination fee before releasing funds. Most lenders waive the one (1) percent guarantee loan fee.

6. **Read/Keep Copies.** It is important that you carefully read all correspondence and maintain a file until your loans are paid in full (usually up to 10 years after graduation). Keep copies of your award letters, promissory notes, disclosure statements, deferment forms, letters to and from your lender, and notes of telephone conversations concerning your loans.
7. **Health Professions Student Loan (Dentistry) and Loans for Disadvantaged Students (Medicine)** are federal loans with 5% interest loan repayable to the school on a monthly basis over a 10-year period that begins one year after graduation or withdrawal. Repayment may be deferred during advanced professional training. Other options for deferment are detailed in the promissory note to be signed when the loan is received. Parent information is required to determine eligibility for these loans.
8. **The Federal Perkins Loan** is a 5% interest loan with payment of principal and interest deferred during enrollment. The loan is repayable to the school and must be paid within a 10-year period that begins 9 months following graduation or withdrawal. Additional information on deferment and cancellation options is given in the promissory note to be signed when the loan is received.
9. **The Federal Nursing Student Loan** is a 5% interest loan with payment of principal and interest deferred during enrollment. The loan is repayable to the school on a monthly basis over a 10-year period that begins 9 months following graduation or withdrawal.
10. **The Federal Work-Study Program** is a need-based program. All jobs are located on campus with an average hourly salary of \$8.50. Report to our office to review the list of employment opportunities and discuss employment procedures.

**The HOPE Scholarship** covers tuition and capped mandatory Student Health, Activity, and Technology fees effective Summer 2004. A book allowance of \$150.00 per semester (\$75.00 if less than half-time) is awarded in addition to any federal grants. You must continue to maintain a cumulative GPA of at least 3.0 on all hours attempted at the 30<sup>th</sup>, 60<sup>th</sup>, 90<sup>th</sup>, and 127<sup>th</sup> semester hour benchmarks. Eligibility ends at 127 semester hours attempted unless the exception noted on the HOPE Questionnaire is met. An **“Estimated HOPE Scholarship”** award on your award letter indicates you have applied for the HOPE Scholarship but the required information to evaluate your eligibility has not been received. It is not an award. If your HOPE Scholarship is approved, you will be notified in writing. If your HOPE Scholarship is not approved two weeks before registration, please be prepared to pay the amount due unless you have other financial aid. Please see “Explanation of Your Estimated HOPE Award” on our web site for further details.

**Note: REFER TO THESE WEBSITES FOR ADDITIONAL DETAILS:** [http://www.gsfc.org/main/publishing/pdf/2004/hope\\_highlights.pdf](http://www.gsfc.org/main/publishing/pdf/2004/hope_highlights.pdf),  
[http://www.gsfc.org/Main/publishing/pdf/2006/2006\\_hope\\_regs.pdf](http://www.gsfc.org/Main/publishing/pdf/2006/2006_hope_regs.pdf),  
[http://www.gsfc.org/main/publishing/templates/comm\\_template.cfm?doc\\_id=570](http://www.gsfc.org/main/publishing/templates/comm_template.cfm?doc_id=570)  
AND [http://www.gsfc.org/hope/dsp\\_hopes.cfm](http://www.gsfc.org/hope/dsp_hopes.cfm). This information is subject to change due to new HOPE regulations.

### **Your Responsibilities**

11. **Enrollment.** For Undergraduate students, full-time enrollment is 12 or more hours; three-quarter time is 9-11 hours, and half-time is 6-8 hours. For Graduate Studies students, full-time enrollment is 9 or more hours and half-time is 5-8 hours. Eligibility for many types of aid and the amounts awarded vary according to course load. (HOPE pays tuition by the credit hour. Pell varies according to full, three-quarter, half or less-than-half time. Stafford and Perkins loans require at least half-time. Most Department of Health and Human Services funds require full-time enrollment.) Audit hours do not count toward financial aid eligibility. Less than full-time enrollment may result in a reduction, cancellation, and/or repayment of your need-based awards. Notify our office in writing if you plan to take a reduced course load.
12. **Withdrawal, Graduation, or Otherwise Terminating Enrollment at MCG.** You must meet with a Financial Aid Counselor prior to leaving MCG to review your obligations. If you borrow from the Stafford Loan programs, you must complete Exit Counseling on-line at <http://mapping-your-future.org/services/fao/exit.286.MAIL.MCG.EDU.htm> and have an Exit Interview with the Office of Student Financial Aid prior to terminating enrollment. If you borrow from MCG, you must also have an Exit Interview with the Student Loans Office.
13. **Title IV/Refund.** If you leave after a semester has begun for which aid was received, you may be required to repay all or a portion of the aid received. Refunds of the aid used to pay charges billed by MCG will be based on a percentage of the enrollment period attended before the withdrawal. Details of the refund/repayment calculations and the prescribed order of refund distribution are available in our office.
14. **Satisfactory Academic Progress.** You must maintain satisfactory academic progress in the completion of your educational program to continue to receive financial assistance. Each MCG student is given a copy of the MCG Satisfactory Academic Progress Policy for Financial Aid Eligibility at the time of initial enrollment. A copy may also be found on-line at <http://www.mcg.edu/students/finaid>.

15. **Financial Responsibility.** You are expected to meet all financial responsibilities in a timely manner. You may not receive funds if you are in DEFAULT of a federal loan or owe a refund on a federal grant. If you are delinquent in financial responsibilities to MCG, you will not be permitted to register, your transcript may be withheld, and you may lose eligibility for future student aid.
16. **Appeal Process.** If you believe that your financial situation has not been assessed correctly under current laws, regulations, and policies, you have the right to appeal. Contact the Director of the Office of Student Financial Aid for procedural instructions.
17. **Budgeting.** To promote money management, you are encouraged to keep a written budget of income and expenses. Estimates of costs are included in the MCG Student Aid Guide. Details are included in your admissions material.
18. **Your Agreement:** In accepting this award, you agree that you will use the assistance provided only for legitimate educationally related expenses. You agree that all information provided to the MCG Office of Student Financial Aid to establish your eligibility for student aid is true, complete, and correct. You agree to notify the office of any change (including housing status, receipt of outside assistance or other financial situation) that may affect your eligibility. Recalculation may result in a reduction or repayment of your award. Submission of erroneous information, whether intentional or unintentional, may nullify your eligibility for assistance. Providing false or misleading information is in violation of the MCG Student Code of Conduct. Falsification in federal programs carries additional penalties under provisions of the United States Code.

**The information provided is correct at the time of printing.**