



# Student Financial Assistance

## Our quick guide to help you with your aid

Fall 2013

New Student Undergraduate Edition

### Your Timeline

#### January 2013

- File the FAFSA
- Application for WV PROMISE Scholarship program is available at [www.cfwv.com](http://www.cfwv.com)

#### March 2013

- **March 1** is MU's preferred FAFSA filing deadline
- Deadline to complete Promise Scholarship Application and file the FAFSA is **March 1**

#### April/May 2013

- WV residents must file the FAFSA by **April 15** for WV Higher Education Grant consideration
- Pay Enrollment Deposit, which is accepted through the Admissions Office, by **May 1**
- Keep an eye out for your Financial Aid Award Notice
- Look for WV Promise and WV Higher Education Grant notifications from HEPC
- Submit any documents, if requested, to MU's SFA Office as soon as possible — preferably no later than **May 1** to ensure aid is finalized by billing due date
- Deadline for Honor College eligible students to accept Honors Scholarship award and admissions into the Honors College is **May 15**

#### June/July/August 2013

- **June 1** is the last date to take the SAT to establish eligibility for the WV PROMISE Scholarship
- **June 8** is the last date to take the ACT to establish eligibility for the WV PROMISE Scholarship
- Federal Direct Loan borrowers complete online Entrance Loan Counseling and sign electronic Master Promissory Note (EMPN) at [www.studentloans.gov](http://www.studentloans.gov) by **July 1**
- Federal work-study employees complete and submit required student employment paperwork by **August 1**
- Attend a New Student Orientation session in **June, July or August**
- Bills for tuition and fees are sent to registered students in **July and August**
- Tuition bills are due in **August**
- **August 21** Residence Halls open for freshmen students to move in for "Week of Welcome"
- **August 26** First day of classes

### Applying for student financial aid

To apply for federal, state and institutional financial aid, you must first file a Free Application for Federal Student Aid (FAFSA).

Follow these steps to complete the FAFSA: **APPLY FOR A PIN**

This is done at [www.pin.gov](http://www.pin.gov) and is your electronic signature for the FAFSA. You will need this number for the rest of your time in college so keep it somewhere safe. At least one parent will also need a PIN.

**We encourage in-state applicants to file by March 1 to meet state aid program deadlines. Estimates are often used when completing the FAFSA early, and this is acceptable but should be corrected once 2012 tax returns are filed.**

#### COLLECT INFORMATION

While waiting for the PIN to authenticate you should start gathering the information needed to complete the FAFSA. Such items include:

- Your and your parents' 2012 Federal Income tax returns and W-2 forms.
- Your driver's license.
- Your and your family's net worth.



- Any Social Security or other benefits received or paid
- MU's school code: **003815**

#### COMPLETE THE FAFSA

It will take your PIN a few days to authenticate. Once it does, you need to complete your 2013-14 FAFSA as early as Jan. 1, 2013. The quickest way is online at [www.fafsa.gov](http://www.fafsa.gov). This is a FREE application and you should never pay to complete it.

#### REVIEW YOUR SAR

Three days after you file the FAFSA, you can check the status of your application online or by calling (800) 433-3243. You should also receive a Student Aid Report (SAR) soon after. This should be reviewed for accuracy. If anything is incorrect, you should correct it immediately.

### Data Retrieval Tool available for FAFSA

You can use the IRS when completing or correcting a FAFSA on the Web.

Students and parents can use this tool a couple weeks after filing taxes electronically to automatically fill in tax figures. It can take up to 8 weeks if paper returns are filed.

This option is expected to be available for use by early February 2013.

We strongly urge the use of this tool after tax returns are filed. Simply make a correction, click Link to IRS in the income section, follow the directions then transfer the information to the FAFSA.

Unfortunately, not everyone can use this tool, but about 70 percent of applicants can.

**Simply click Link to IRS after answering yes to the question "have you filed a tax return" then follow the directions and transfer the data to the FAFSA.**

By successfully using this tool, fewer documents may be required to finalize your aid. Particularly, this transfer of information could prevent you from needing to obtain a Tax Return Transcript from the IRS if you are selected to complete the Verification Process. Some circumstances do exist that require collecting Transcripts instead of accepting data retrieved from the IRS, but these cases are rare.

# Determining Your Aid Eligibility and Costs

The information students and parents report on the FAFSA is used in a formula established by Congress to determine Expected Family Contribution (EFC). This is the first component of determining financial aid eligibility.

Cost of Attendance (COA) is the second component and reflect average costs. To determine eligibility for various need-based financial aid programs, the EFC is subtracted from the COA. Financial aid attempts to fill

the gap between these figures.

The COA table below is for planning purposes. Please note these figures are for 2012-13 as the 2013-14 rates will not be available until approved by the WV Higher Education Policy Commission, usually in July.

Detailed information about COA is available at [www.marshall.edu/sfa](http://www.marshall.edu/sfa) by clicking the Eligibility & Costs tab.

\*This figure is a basic tuition/fee charge. Some students are charged additional fees based upon their academic program. In addition, some classes require additional lab/course fees. \*\*Metro tuition/fees apply to students who reside in Gallia, Jackson, Lawrence, Meigs, Pike or Scioto Counties in Ohio and Boyd, Carter, Elliott, Floyd, Greenup, Johnson, Lawrence, Martin, and Pike Counties in Kentucky.

\*\*\*Room & Board charges vary based upon residence hall assignment and meal plan. Marshall University policy requires all full-time freshmen and sophomores to live on campus. You may only request an exemption from this policy if your parent/legal guardian(s) live within 50 miles of campus by completing a Housing Release Request Form, which can be obtained by visiting

[www.marshall.edu/residence-services/newsite/forms.asp](http://www.marshall.edu/residence-services/newsite/forms.asp).

2012-13	WV Resident, Living with Parents	WV Resident, Living on Campus	Metro**, Living with Parents	Metro**, Living on Campus	Out-of-State, Living with Parents	Out-of-State, Living on Campus
Tuition & Fees*	\$5,930	\$5,930	\$10,240	\$10,240	\$13,930	\$13,930
Room & Board*** (Living Expenses)	\$2,950	\$8,988	\$2,950	\$8,988	\$2,950	\$8,988
Books & Supplies	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100
Transportation	\$2,000	\$1,200	\$2,000	\$1,200	\$2,000	\$1,200
Miscellaneous	\$1,078	\$1,000	\$1,078	\$1,000	\$1,078	\$1,000
Loan Fees	\$64	\$64	\$64	\$64	\$64	\$64
<b>Total</b>	<b>\$13,122</b>	<b>\$18,282</b>	<b>\$17,432</b>	<b>\$22,592</b>	<b>\$21,122</b>	<b>\$26,282</b>

## Using a Net Price Calculator

We are pleased to provide a Net Price Calculator as a guide for early financial aid planning. This calculator provides a preliminary estimate of federal, state and institutional aid eligibility.

It only takes about 12 minutes. To help you complete the process you should have the following information ready to reference:

- Student and parent income tax returns or earnings statements (w-2 forms, recent pay stubs, etc.)
- Bank and investment account statements
- Student high school gpa and standardized test scores, if available

Many of the questions you and your parents will answer during this process are similar to those on the FAFSA. Completing this may help you better prepare for that process, which can often be confusing.

Remember, this is an estimate of what

Net Price Calculator

**Welcome to the Marshall University Net Price Calculator**

Marshall University is pleased to provide this net price calculator as a guide for early financial planning for college. This calculator will provide a preliminary estimate of federal, state, and institutional aid eligibility. The estimates are based on the most policies of the 2012-2013 academic year and are subject to change.

**12** The calculator will take approximately 12 minutes to complete.

To help you complete this process, it would be helpful to have the items listed below:

- ✓ Student and Parent 2011 Income Tax Returns
- ✓ Earnings statements (W-2 forms, recent paycheck stubs)
- ✓ Bank and Investment account statements
- ✓ Student academic information
  - Grade Point Average
  - Standardized test scores if available (SAT/ACT)

Future costs and financial aid estimates are subject to change. Results of the calculator are not guaranteed. Special circumstances are reviewed by the Office of Student Financial Assistance. The accuracy of our estimated awards is based on the information you provide. It is intended for U.S. citizens and permanent resident aliens. The estimated awards are based on the assurance you will complete the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.gov](http://www.fafsa.gov) and you will be accepted for admission to Marshall University.

I accept the Terms of Use agreement.

**Get Started**

**Important: Please read before proceeding.**

This calculator provides financial aid estimates for students enrolling as freshmen in the Fall of 2012. The results may differ in future years due to changes in student aid availability or your family's financial circumstances, therefore we highly recommend you revisit this site during your senior year of high school for more accurate results.

**OK**

you can expect and it is based on 2012-13 costs. All amounts are subject to change based on changes in family income, academic standing, and changes to Marshall University Tuition & Fees and Room & Board rates.

## PLAN FOR BOOKS

**Books are an upfront expense because you will need them as soon as classes begin. Yes, you can use financial aid for books, but it is usually as a reimbursement.**

**When financial aid for a semester exceeds direct charges, such as tuition and fees, a refund exists for the difference. The Bursar's Office issues refunds beginning the first day of classes. Only those students whose financial aid was credited 10 days prior to the semester with a credit balance will receive a refund that day.**

**This means, if financial aid is needed to pay for books, the refund will not be available until the first day of the semester and only if everything is complete and processed by the Office of SFA no less than 2 weeks before classes begin.**

**For more information about refunds, visit [www.marshall.edu/bursar](http://www.marshall.edu/bursar) or contact the Bursar's Office.**

## Types of Financial Assistance

Financial Aid comes in the forms of scholarships, grants, work-study and loans. Some aid is need-based, which fills the gap between the COA and the EFC.

### GRANTS/SCHOLARSHIPS

- Gift aid that does not have to be repaid.
- Federal Pell Grants are awarded by this office according to rules set by Congress

**For full consideration of federal, state and institutional grants; scholarships; loans; and work-study at Marshall for the 2013-14 academic year, you must file the FAFSA by March 1, 2013. You may file the FAFSA after this date, but remember, if you wait until the last minute to apply, your financial aid awards may not be finalized by the billing due date.**

and are need-based.

- The Federal Teach Grant is an award of up to \$4,000 per academic year available to education majors who sign an Agreement to Serve.
- The WVHEPC provides

grant and scholarship opportunities for WV students based on financial need and academic merit. For more information about WV grant and scholarship programs, visit [www.cfww.com](http://www.cfww.com).

- Scholarships come from many sources, including Marshall, and are based on a variety of criteria.

### LOANS

- Borrowed money that must be repaid.

- Students and parents can apply.
- Students are automatically considered for Federal Direct Loans by completing the FAFSA.
- Two types of FD Loans: **subsidized**, which does not accrue interest while in college and is need-based, and **unsubsidized**, which begins accruing interest immediately after disbursement.
- Complete Entrance Loan Counseling and electronically sign a Federal Direct Loan Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov). Loans will not disburse until these are completed.
- Parents apply for the Federal Direct PLUS Loan, which is an unsubsidized loan, at [www.studentloans.gov](http://www.studentloans.gov).

**REMEMBER: Your awards are estimated until all outstanding requirements are complete and processed by the Office of SFA.**

### CAMPUS-BASED PROGRAMS

- Include Federal SEOG, Federal Work-Study (FWS) and Federal Perkins Loan.
- Funds are limited so completing the FAFSA early increases chances of receiving this type of aid.
- FWS provides income from a part-time job and does not have to be repaid.

More information about the aid programs listed here can be found at [www.marshall.edu/sfa](http://www.marshall.edu/sfa) by clicking Types of Aid.

### Academic Scholarships

Incoming freshmen and transfer students are automatically considered for scholarship assistance based upon the credentials submitted during the admission process.

Cumulative GPA and highest ACT or SAT combined scores from a single test will be used as criteria for MU Scholarship eligibility.

MU Scholarship award amounts range from \$500 to full cost of attendance.

Most scholarships are renewable when certain criteria are met for up to four academic years.

Some Departmental Scholarships are available. Application, eligibility criteria and selection are determined by the academic departments. These are usually awarded to upperclassmen.

For more information about scholarships, visit [www.marshall.edu/sfa](http://www.marshall.edu/sfa) and click on Types of Aid. Scholarship applications for special MU scholarships may be obtained by clicking Forms & Applications.

### Need direction searching for outside scholarships?

Try these web sites:

[www.studentaid.gov](http://www.studentaid.gov)

[www.cfww.com](http://www.cfww.com)

[www.finaid.org/scholarships/](http://www.finaid.org/scholarships/)

[www.scholarships.org](http://www.scholarships.org)

[www.fastweb.com](http://www.fastweb.com)

## Dependent or Independent?

When you apply for student aid, your answers to certain questions will determine whether you are required to include your parents' information on the FAFSA.

If you are independent, you report only your income and assets (and your spouse's, if married). You are an independent student if at least one of the following applies to you:

- You were born before January 1, 1990
- You are married
- You are enrolled in a graduate program
- You are a veteran of the U. S. Armed Forces or are currently serving on active duty for purposes other than training

- You have children or legal dependents whom you financially support more than 50 percent
- Since turning age 13, both of your parents are deceased
- You were in foster care or were a dependent ward of the court since turning age 13
- You are an emancipated minor
- You are under Legal Guardianship (this does not mean you have a legal guardian)
- You are homeless or at risk of being homeless

If you think you have unusual circumstances that would make you independent even though none of the above criteria apply, contact this office as there is an appeals process for extraordinarily unusual circumstances.

# Be Aware During Every Step

Don't wait until the last minute or until it is too late to provide missing documents or complete other outstanding requirements for your financial aid.

By using your myMU account, you can view financial aid records online at any time. You can determine what funds have been awarded and disbursed and whether this office is waiting for outstanding documents from you before being able to process or finalize your aid.

To view your financial aid records, follow these steps:

**If this office is trying to contact you, we usually use your MU e-mail address or a target announcement on myMU. Please check these often.**

- Go to [mymu.marshall.edu](http://mymu.marshall.edu).
  - Enter your username, which is your MUID (the 901 id number you were provided when you were admitted).
  - Enter your password (date of birth in mmddyy format for the initial log in).
  - Underneath Academic Services paragraph, click to access MILO
  - Click **Student & Financial Aid** tab
  - Click **Financial Aid Main Menu** tab
- Please check here often while your aid is being finalized and during the academic

year. Changes to your FAFSA at any time could create a new requirement or alter your eligibility.

Once you have accessed the **Financial Aid Main Menu** tab, you will be presented with 3 topics. **Financial Aid Status** gives your overall aid status by award year. **Eligibility** shows your outstanding requirements, satisfactory academic progress and holds on your record. **Award** displays your offered aid for you to accept after you have read and accepted the Terms & Conditions.

Also, we communicate electronically with either target announcements on myMU or your Marshall e-mail account. This is the best way for you to keep informed about your aid and anything this office might need from you.

## Who to call?

**Office of Admissions** about your admissions status, application process, enrollment deposit fee, residency — (304) 696-3160

**Office of the Bursar** about your bill, charges, pre-paid tuition plans, refunds — (304) 696-6620

**Housing & Residence Life** about dorms and meal plans — (304) 696-6765

**Student Resource Center** is a one-stop shop for general questions — (304) 696-5810

**Campus ID** about ID cards and HigherOne — (304) 696-6843

**IT Service Desk** for technical support, myMU — (304) 696-3200

**Federal Student Assistance Information** for help completing the FAFSA — (800) 433-3243

**Federal Direct Loan Servicing Center** for in-depth loan questions — (800) 848-0979

## Visit us on Facebook

Another way for you to stay informed is by liking our Facebook Page. You can easily do this at [www.facebook.com/marshallafa](http://www.facebook.com/marshallafa).

Here we post reminders about deadlines and other important announcements. You can post general questions on our wall instead of waiting on hold or standing in line. If you don't want everyone seeing your questions, you can send us a message on Facebook. But please, no MUID numbers for your security.

## Contacting the Office of SFA

Stop in anytime and visit us in Old Main, Room 116  
Marshall University  
One John Marshall Drive  
Huntington, WV 25755

Office Hours are 8 a.m. to 5 p.m. Monday - Friday

We have many ways for you to contact us and keep informed

Phone: (304) 696-3162 Fax : (304) 696-3242

E-Mail: [sfa@marshall.edu](mailto:sfa@marshall.edu)

Web site: [www.marshall.edu/sfa](http://www.marshall.edu/sfa)

Facebook: [www.facebook.com/marshallafa](http://www.facebook.com/marshallafa)



Bottom (left to right): Laura Drake, Financial Aid Assistant II; Cindy Canterberry, Financial Aid Counselor, Sr.; Becky Baldwin, Financial Aid Assistant III; Kathy Bialk, Director; Row 2: Kimberly Legg, Administrative Associate; Nadine Hamrick, Associate Director; Jennifer Jimison, Financial Aid Counselor, Sr.; Row 3: Missy White, Financial Aid Counselor, Sr.; Tara Hensley, Financial Aid Assistant III; Rachel Hagen, Financial Aid Counselor, Sr.; Row 4: Cheri Musgrave, Applications System Analyst Programmer, Sr.; Jean Ann Bevans, Assistant Director; Pam Adkins, Financial Aid Assistant II; Row 5: Sarah Musgrave, Financial Aid Counselor, Sr.; Doug Hennig, Financial Aid Counselor, Sr.; Prudence Barker, Assistant Director.