Purpose Statement

The Office of Financial Aid Planning supports the University’s student services, enrollment, and retention goals by providing state, institutional, outside, and federal student aid funds to eligible students. As such, we promote student diversity by assuring access to different funding possibilities. The Office of Financial Aid Planning assists prospective and enrolled students in obtaining the funds necessary to complete their educational objectives at Anderson University.

Introduction

The primary purpose of the Office of Financial Aid Planning is to provide financial assistance within its available resources to those students who, without such assistance, would be unable to attend Anderson University. Financial aid plays an important role for students and families in financing an education. The application and follow-up procedures are many and often create stress and confusion for students and families. We hope that this handbook will clarify the follow-up procedures necessary to complete the financial aid process.

How Your Financial Assistance Is Determined

When the Office of Financial Aid Planning receives your Free Application for Federal Student Aid (FAFSA), it is reviewed to determine your eligibility for need based financial assistance. Your eligibility for assistance is based on demonstrated need. Demonstrated need can best be defined as the difference between the Cost of Attendance (COA), and your available financial resources as determined by the FAFSA (via your EFC explained below). If there is a difference, then you have unmet financial need. The Office of Financial Aid Planning will create a financial aid award package for you, which may include a combination of scholarships, grants, loans, and/or employment opportunities. All students’ financial aid packages are initially determined on a full-time basis unless otherwise specified. Your award letter indicates the instructions for where to find your award information and missing documents required by our office online via your student self-service log in assigned to you upon acceptance to the university. If you are an undergraduate student and enrolled in less than 12 credits during a semester, or change your housing status, you must notify the Office of Financial Aid Planning immediately as some of the awards may need to be adjusted based on your enrollment.

FAFSA Policy

Anderson University strongly recommends all students who receive state and institutional aid complete the Free Application for Federal Student Aid (FAFSA). Some institutional awards do require the FAFSA application to be completed. Please refer to the Academic Catalog or the Financial Planning Guide for more details on scholarships and requirements. Anderson University’s school code is 003418.

Expected Family Contribution (EFC)

The expected family contribution (EFC) is generated by completing the FAFSA application and is used to help fairly and equitably determine what aid the student may qualify for. The EFC is not necessarily the amount that will be paid to the University. The amount you will need to pay will be affected by (1) our ability to meet demonstrated need and (2) the types of aid included in the package. You can think of the EFC as more of a gauge that is used to determine types of assistance that you could potentially qualify for.
Conditions of your Award

Students receiving any Institutional scholarships or state scholarships such as South Carolina Tuition Grant, South Carolina LIFE Scholarship, South Carolina HOPE Scholarship, Palmetto Fellows, or other State Scholarship/Grant Programs are awarded based on full-time enrollment. Full-time enrollment consists of 12 credit hours or more per semester. (Note: Many of the awards do require 30 earned hours per year to renew the award.) Eligibility for student loans require enrollment of at least 6 credit hours per semester. Consequently, financial aid awards may be adjusted for less than full-time attendance. Students will be liable for financial obligations arising from reduced financial aid awards. All renewed awards are tentative until final semester grades are received and reviewed. Institutional scholarships or grants are limited per student. Your scholarships may be reduced if your total scholarships/grants go above the cost of tuition and fees as a commuter or above tuition, fees, room, and board as a resident student.

Any commitment of federal or state funds is tentative and contingent upon legislative appropriation and actual receipt of the funds by Anderson University. Any difference in federal or state funding that is reduced during the academic year due to budgetary government cuts will be the responsibility of the student. The University will not provide additional awards to cover such reductions. If your award includes a Federal Pell Grant, the amount shown is an estimate based on your enrollment for the first semester. Since the exact amount of the Pell Grant is determined by the number of credit hours in which you are enrolled for both semesters, the final award amount for the academic year cannot be calculated until you have enrolled for the second term.

If your award offer includes Federal Work-Study (FWS), it must be understood that the amount shown for this category is the amount of money you are eligible to earn during the academic year as a result of work performed. This award is not subtracted from your University bill unless prior arrangements have been made with the Office of Financial Aid Planning. It is the policy of the University to disburse one-half of your award (excluding FWS) after enrollment is confirmed following the Date of Financial Responsibility in each enrollment period (fall and spring semesters). In no instance will a portion of your award be disbursed prior to registration and confirmation of enrollment in said courses. If you have registered and submitted a valid Free Application for Federal Student Aid (FAFSA) and/or the Office of Financial Aid Planning has received your FAFSA and the requested documents, your account will be credited with the aid for which you are eligible each semester.

Attendance Policy

Verification of students’ attendance before we disburse certain state, federal grants, and loans is required. This is including the Federal Pell Grant and Federal Direct Stafford Loans. A delay in disbursement of aid is possible if attendance confirmation from the Office of the Registrar or from professors is delayed. This enrollment verification process will take place as quickly as possible after DFR of each term.

Full-time Classification for Federal Aid Programs

Traditional Day Undergraduate - 12 or more credits per semester
ACCEL - 12 or more credits per semester (typically over 2 terms)
Graduate - Full-Time enrollment classification varies by degree program (see Academic Catalog)

Types of Financial Assistance and Your Follow-Up Responsibilities

The following is a list of financial assistance funds, which may be listed on your award letter. Certain types of funding require follow-up on your part. It is important that you complete the follow-up procedures in a timely manner in order to receive the award.
Institutional Aid

Anderson University is committed to making a high quality, educational experience affordable. Traditional undergraduate students must be full-time & degree seeking for all institutional aid. In order to customize a comprehensive financial aid package, the Free Application for Federal Student Aid (FAFSA) should be completed every year. Please refer to the Financial Aid section of the Academic Catalog for further details.

Priority consideration will be given to students who applied for financial assistance by March 1. Questions regarding a particular scholarship or grant should be directed to the Office of Admission (new students) or Financial Aid Planning (returning students). All scholarships are contingent upon continuous enrollment (excluding summer terms) and generally are limited to eight (8) consecutive semesters.

All students are required to maintain good academic standing at AU in order to receive institutional financial assistance. Academic probation or suspension may result in the loss of institutional aid. Please see the Satisfactory Progress section of this manual or of the AU Academic catalog for more information. Some institutional awards may be reduced if a student chooses and receives permission to live off-campus, while others are removed completely for moving off campus. Please talk to the financial aid office if you are considering moving off campus or not living on campus to begin with for more details!

AU Merit Awards

President’s Scholarship
Full-time, degree seeking students in the traditional undergraduate program may be eligible to receive a merit based scholarship. A customized Anderson University merit award will be awarded based on information received from the application process. Typically, this award is renewable for up to eight (8) consecutive semesters. President’s Awards are for $10,000 per year and require:

- 3.5 High School final GPA
- 1300+SAT/29+ACT
- Must maintain a 3.0 cumulative GPA to renew this award

Founder’s Scholarship
Full-time, degree seeking students in the traditional undergraduate program may be eligible to receive a merit based scholarship. A customized Anderson University merit award will be awarded based on information received from the application process. Typically, this award is renewable for up to eight (8) consecutive semesters. Founder’s Awards are for $8,500 per year and require:

- 3.5 High School final GPA
- 1150+SAT/25+ACT
- Must maintain a 2.5 cumulative GPA to renew this award

Provost’s Scholarship
Full-time, degree seeking students in the traditional undergraduate program may be eligible to receive a merit based scholarship. A customized Anderson University merit award will be awarded based on information received from the application process. Typically, this award is renewable for up to eight (8) consecutive semesters. Provost’s Awards are for $6,500 per year and require:

- 3.0 High School final GPA
- 1000+SAT/21+ACT
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- Must maintain a 2.0 cumulative GPA to renew this award

**AU Grant**

Full-time, degree seeking entering freshmen students in the traditional undergraduate program may be eligible to receive a merit based scholarship if they were not awarded a President’s, Founder’s or Provost’s Scholarship. A customized Anderson University merit award will be awarded based on information received from the application process. Typically, this award is renewable for up to eight (8) consecutive semesters. The AU Grant award is renewable for up to eight (8) consecutive semesters. Awards are for $4,000 per year and are for any student not receiving one of the other AU merit based scholarships. You must submit a FAFSA to be eligible for the AU Grant.

**First Choice Scholarship**

First-time, full time freshmen students who are offered admission to AU and submit the Enrollment Confirmation Deposit and the First Choice Scholarship Application by the stated deadline may be considered for a First Choice Scholarship. Awards are determined by a Scholarship Committee and are limited in quantity. The amount ranges from $500 to $3,000. Students must live on campus to be eligible for the First Choice Award.

**First Choice**

- 3.25 High School GPA and;
- 1000+ SAT or 21+ ACT and;
- Deadline to submit materials to be considered is February 1st; and
- Must maintain a cumulative GPA of 3.0 to renew.

For returning students who were previously awarded the Denmark, Warthin and Rouse must maintain the renewal requirements for the scholarship they previously received to keep their award. Renewal requirements are a cumulative GPA of 3.0 and earn 30 hours to renew. There are no new awards in this category.

**Out of State and Transfer Scholarships**

Other awards from Anderson University for out of state and transfer students are awarded based on residency and/or transfer GPA.

**Out of State**

The Out-of-State Grant is awarded to any out-of-state entering freshmen or transfers for $3,000 per year and is renewable for up to eight (8) consecutive semesters for freshmen with a 2.0 cumulative GPA needed to renew.

**Transfer Grant/Scholarship**

Transfer Grant and Scholarship are for first-time entering transfers. Full-time consecutive enrollment AU is required. Renewability of transfer awards is based on prorated semesters of remaining enrollment; not to exceed seven (7) semesters.

*The Transfer Grant* is for entering transfer student with a GPA below a 3.0 and is for $5,000 per year. The student must maintain a 2.0 cumulative GPA to renew this award.
The Transfer Scholarship is for entering transfer students with a GPA above a 3.0 and is for $6,000 per year. This award is renewed with a 2.0 cumulative GPA and the student must submit the FAFSA application each year.

Other Institutional Aid

AU Residential Grant
An AU Residential Grant is offered to all entering first-time freshmen who reside in on campus housing and awards are for $1,500 per year.

Athletic Awards
Athletic awards are granted to qualified students based on ability and are consistently made in accordance with NCAA rules as determined by the Athletic Department. Please contact a coach or your admission counselor if you are interested or have any questions.

Theater, Music, Art, and Dance
Awards are granted to selected students based on ability and potential for success. An audition is required. Awarding and renewal is determined by the appropriate department.

The Office of Financial Aid Planning receives notification of the awards from the respective departments and includes them as part of the recipients total financial aid award package at the time that we are notified.

Baptist Scholarship
The Baptist Scholarship is $300 per year and is available to those who provide a letter on church letterhead stating that they are a member of the Baptist church and in good standing. This award is renewable with a 2.0 GPA.

Federal Aid

Federal Pell Grant
The Pell Grant program provides awards to students who qualify on the basis of demonstrated need. Your eligibility is determined by the federal government when you complete the Free Application for Federal Student Aid (FAFSA). You will receive a “Student Aid Report” (SAR) from the federal government upon completion of the FAFSA. If you did not indicate on your application that your FAFSA be sent to Anderson University, then you must update your FAFSA online promptly, so that we can determine the exact amount of your federal aid. Anderson University’s school code is 003418. Once we have completed the verification process (if you are selected) the estimated amount shown on the award letter will become an actual amount or a revision will be made based on the information received in the verification process. Until we receive the FAFSA and have completed the verification process, your Pell Grant along with any other Federal funds will remain estimated and will not be disbursed. The traditional undergraduate program requires 12 credit hours of enrollment each term to receive the full amount estimated. Awards will be adjusted for less than 12 semester hours.

**Pell Grant funds may also be available in the summer if:

1) If you have not earned the full amount of your Pell Grant in the Fall/Spring due to not being enrolled full time.

Please contact a financial aid counselor for any questions regarding eligibility to receive the Federal Pell Grant in the summer semester.
Federal Supplemental Educational Opportunity Grant (FSEOG)
FSEOG is a federal grant program. These need-based funds are awarded to full time students on a case by case basis by Anderson University’s Office of Financial Aid Planning with students demonstrating the highest need being considered first as required by federal regulations. It is a requirement that you are Pell eligible in order to qualify. Early filing of the FAFSA is imperative because of limited funding.

Federal TEACH Grant
The Teacher Education Assistance for College and Higher Education (TEACH) Grant Program provides up to $3,964 per year in grants for students who intend to teach full-time in high-need subject areas for at least four (4) years out of the first eight (8) post graduation in an elementary or secondary school that serves students from low-income families.

High-need subject areas are currently: bilingual education and English language acquisition, foreign language, mathematics, reading specialist, science, and special education. Failure to complete the teaching obligations, respond to requests for information, or properly document your teaching service will cause the TEACH Grant to be permanently converted to a Federal Direct Unsubsidized Loan with interest accumulated from when the funds were first disbursed!

Requirements:
• Be a U.S. citizen or eligible non-citizen
• New students must have attained a 3.25 or higher GPA in high school or have scored above the 75th percentile on a college admissions test (SAT, ACT, GRE) and be in an eligible major
• Current students must have a 3.25 or higher each semester GPA to qualify as well as be in an eligible major
• Complete FAFSA, TEACH Grant Entrance Counseling, and Agreement to Serve (annually)
• Be enrolled in one of the TEACH Grant eligible programs at Anderson University:

Please refer to https://teach-ats.ed.gov/ats/index.action for more details.

South Carolina State Aid
South Carolina Tuition Grant
The South Carolina Tuition Grant is a need-based grant available to residents of South Carolina who are enrolled at a qualifying private university, such as Anderson University. The amount of the grant ranges from $100 to $3,000 per year depending on need. To be considered for the SCTG you must meet the following:

1. You must be a citizen or permanent resident of the United States.
2. You must meet 1 of 3 academic criteria: a) 2.0 HS GPA, b) 900 SAT or 19 ACT, c) top 75% of your graduating high school class
3. You must have maintained residency in South Carolina residency for a minimum of 12 consecutive months immediately preceding the first day of classes of the academic year for which the award is made. If you are dependent, your parents must fit this definition.
4. To renew, you must be meeting Satisfactory Academic Progress requirements and complete 24 credit hours during the previous academic year for summer, fall and spring terms.
5. You must submit the FAFSA and applications must be RECEIVED by FAFSA on or before June 30, in order to be considered for the award.
6. You must demonstrate high enough financial need as determined by the financial aid application (FAFSA).
7. Students are only eligible to receive a total of up to 8 semesters (non-consecutive).

For additional information visit www.sctuitiongrants.com
South Carolina HOPE Scholarship
The South Carolina HOPE scholarship is for first time freshmen only who are entering into full time enrollment. Students with a 3.0 HS GPA who do not meet the requirements for the South Carolina LIFE scholarship may be eligible. The scholarship award is $2,800 per year and may only be received for a maximum of 2 semesters the freshman year. The Admissions Office, upon receipt of a final high school transcript, determines eligibility for this scholarship. Palmetto Fellows and LIFE recipients do not qualify for the HOPE scholarship. After the freshmen year you must have earned at least 30 credit hours and have a cumulative GPA of 3.0 (fall, spring, and summer) to move up to the LIFE scholarship as a sophomore.

South Carolina LIFE Scholarship
The South Carolina LIFE scholarship is for eligible South Carolina residents who meet 2 of the following 3 criteria: a) a 3.0 HS GPA, b) an 1100 SAT or 24 ACT, c) top 30% of graduating high school class.

Students who meet 2 of these 3 criteria may be eligible for up to $5,000 in the LIFE scholarship per year. You must be an entering freshmen or transfer student to be eligible. Transfers do not have their GPA transfer in to AU, however their transfer GPA must be calculated based on LIFE eligible courses into the AU GPA to determine the student’s LIFE GPA (fall, spring, and summer) for LIFE eligibility.

To renew this award, you must earn an average of 30 credit hours per year with a 3.0 LIFE GPA. The maximum semesters allowable for the LIFE scholarship are eight (8) consecutive semesters.

South Carolina LIFE Enhancement
If you have met the requirements for the LIFE scholarship, beginning in your sophomore year you may qualify for the LIFE Enhancement award if you have taken at least 14 hours of qualified math/science courses in your freshmen year. The enhancement award amount is an additional $2,500 per year. Please see the AU Financial Aid Office or visit www.che.sc.gov for more detailed information.

South Carolina Palmetto Fellows
The Palmetto Fellows award is for entering first time freshmen or transfers selected by the South Carolina Commission on Higher Education. The award amount is $6,700 for the freshmen year and $7,500 each following year. You must earn a total of no less than 30 cumulative hours each year and maintain a cumulative GPA of 3.0 to renew this award. Contact the Financial Aid Office for more information on the Palmetto Fellows award. The maximum semesters allowable of Palmetto Fellows are eight (8) consecutive semesters.

South Carolina Palmetto Fellows Enhancement
To qualify for Palmetto Fellows Enhancement awards, you must meet the requirements for Palmetto Fellows, be an approved math/science major, be in your sophomore year or above, and have taken 14 hours in math/science your freshmen year. The enhancement amount is an additional $2,500 per year. Please see the AU Financial Aid Office or visit www.che.sc.gov for more detailed information.

*All South Carolina State Scholarship and Grant Programs are contingent upon approved funding by the SC State Legislature. All eligible recipients must be U.S. citizens and meet South Carolina residency requirements. Full time consecutive enrollment at AU is required. Students must submit the SC State Certification form each year to be eligible.

**Students may only receive 1 of the merit based SC scholarships or grants at a time (HOPE, LIFE, Palmetto Fellows) but may receive the SC Tuition Grant in addition to any of those awards if they qualify.

Outside Scholarships
In addition to financial aid funds awarded by or administered through the Office of Financial Aid Planning, you may have knowledge of an outside scholarship you will be receiving. If so, you must notify our office of all outside scholarships, as they may affect your financial assistance package. Funds
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should be mailed directly to the Office of Financial Aid Planning. It is your responsibility to apply for or renew any outside scholarships. You may check the Reference Section in your local library or the Internet for publications and directories on outside scholarships that are available in your areas. AU scholarships may need to be reduced in the event that your total scholarships and grants (including outside scholarships) total more than your tuition, fees, room, and board as applicable.

LOAN PROGRAMS

Need-Based Loans

The Federal Perkins Loan Program
Loans that are awarded through the Federal Perkins Loan program are given on the basis of financial need as determined by the Office of Financial Aid Planning. The funds for this program are limited. The loan represents money borrowed by the student and must be repaid with interest (currently 5% fixed) after leaving school. The student must sign a Perkins Master Promissory Note for the loan and complete the Perkins entrance counseling to receive Perkins loan funds. Please contact the Office of Financial Aid Planning with any questions and/or to complete any Perkins documents.

The Federal Direct Subsidized Stafford Student Loan
The William D. Ford Federal Direct Stafford Subsidized loan is awarded based on financial need as determined by the FAFSA application. The federal government pays the interest on subsidized loans while a student is attending at least half-time or until 6 months after graduation. If the loan has been recommended as part of your financial aid award, there are a number of steps that need to be taken to apply for the loan should you choose to accept it.

You must file the FAFSA application for your eligibility to be determined. You must also complete the Master Promissory Note (MPN) and Entrance Counseling online at www.studentloans.gov. As long as the university has received the required information and documents, the amount of the loan will be deferred until it is received. In other words, the student will be allowed to register if all fees have been paid except for the loan amount, if a loan approval is on file. Students only need to do the MPN and Loan Counseling once as a lifetime document unless they transfer to another university.

Subsidized Loan Eligibility Requirements for Dependent UG students
Total Credit Hours Completed (includes transfer hours accepted):
0-29 credits earned - up to $3,500 per year
30-59 credits earned - up to $4,500 per year
60+ credits earned - up to $5,500 per year
Aggregate lifetime loan limit for subsidized loans for dependent students is $23,000

Subsidized Loan Eligibility Requirements for Independent UG students
Total Credit Hours Completed (includes transfer hours accepted):
0-29 credits earned - up to $3,500 per year
30-59 credits earned - up to $4,500 per year
60+ credits earned - up to $5,500 per year
Aggregate lifetime loan limit for subsidized loans for independent students is $23,000

Federal Direct Unsubsidized Stafford Student Loan
This loan program is identical to the Federal Stafford Subsidized Loan program requirements, except that the federal government will not pay the interest on the unsubsidized loan (6.8% fixed). Students may wish to make the interest payments while in school or defer payments until 6 months after graduation. Deferred interest will accrue and will be capitalized (become principal) upon graduation. These loans are not based on financial need of the family. Dependent undergraduate students are
eligible for up to $2,000 per year in an unsubsidized loan. For independent students, the unsubsidized loan may be taken in addition to the subsidized loan if you are eligible. Dependent students may be eligible for an additional Stafford Unsubsidized Loan if their parent is denied for the Federal PLUS loan.

Unsubsidized Loan Eligibility Requirements for Dependent UG students
Total Credit Hours Completed (includes transfer hours accepted):
0-29 credits earned - up to $2,000 per year
30-59 credits earned - up to $2,000 per year
60+ credits earned - up to $2,000 per year

Aggregate lifetime loan limit combined subsidized and unsubsidized for dependent students is $31,000

*If a parent is denied for the Federal PLUS loan the unsubsidized eligibility may be increased. Please speak with a Financial Aid counselor for more details.

Unsubsidized Loan Eligibility Requirements for Independent students
Total Credit Hours Completed (includes transfer hours accepted):
0-29 credits earned - up to $6,000 per year
30-59 credits earned - up to $6,000 per year
60+ credits earned - up to $7,000 per year

Aggregate lifetime loan limit combined subsidized and unsubsidized for independent students is $57,500

Entrance Counseling
For a first time borrower, loan entrance counseling is required prior to receiving the first disbursement of any federal student loan. Prior to orientation, you may do the entrance counseling on the internet. You may do this at www.studentloans.gov. The entrance counseling is required prior to a loan application being certified. Students must be registered for at least 6 credits each term to maintain loan eligibility.

Exit Counseling
When a student graduates, withdraws, drops below 6 credits a semester, or transfers to another university, the student must complete loan exit counseling online at www.nslds.ed.gov. This is mandated by federal regulations and students who do not complete an exit interview may have records, grades, and/or caps and gowns held until this process is completed. Students must do the exit interview within 30 days from the last day they attended their classes or no earlier than 6 weeks prior to the end of the term he/she will complete. The exit interview will require you to complete forms that will give you information about the repayment of your loan, amount of debt, estimated monthly payment, and deferment options. Your rights and your responsibilities as a borrower will be reviewed again with you.

Non-Need Based Loans

Federal Parent Loans for Undergraduate Students (PLUS)
The Federal PLUS loan program is a program sponsored by the government. Parents can borrow up to the cost of attendance (COA) less any financial aid eligibility per year for each dependent student. Repayment generally begins 60 days after the 2nd disbursement, however you may request a deferment until after the student has graduated if you choose. In case of a student withdrawal prior to the spring semester, the spring disbursement will be cancelled. If a parent is denied a PLUS loan, the student may be eligible to apply for an unsubsidized loan increase of either $4,000 or $5,000 per year depending on the student’s grade level.

The web address is: www.studentloans.gov to apply. Parents must log in with their information, not the students, to apply.
Please note that there is a 4% origination fee taken by the lender from the original loan amount requested.

Private Loans
You may choose to apply for a private loan in addition to or instead of a Federal Loan. These loans are based on credit history and may require a co-signer or co-borrower. Interest rates are variable. Information on alternative loan options is available online at www.andersonuniversity.edu under the Admissions/Financial Aid/Loans section.

EMPLOYMENT

Federal Work-Study
Federal Work Study is a form of need-based federal financial aid. To be eligible for Federal Work Study, a student must complete a Free Application for Federal Student Aid (FAFSA) and have unmet financial need in order to be eligible. The Student could also indicate on the FAFSA that they would like to participate and/or contact the Office of Financial Aid Planning if they are interested in the Federal Work Study Program. If a student is awarded Federal Work Study, the student must do the following:

1. Contact the Financial Aid Planning Office to determine eligibility;
2. Once eligible they will need to secure a job on campus;
3. Attend a FWS Orientation/Training Session with the hiring Supervisor;
4. Complete all Work Study paperwork with their Supervisor. This requires that they have proper documentation for the FWS program (ex: have ORIGINAL Social Security card, fill out the I-9, and W-4 forms); and
5. Student must wait to begin employment until AFTER Financial Aid has approved the paperwork and returned it to the supervisor.

If hired, the student and employer will make arrangements for specific hours of employment. Jobs are available in almost every department on campus. Students usually work 8-12 hours per week. The pay rate will begin at minimum wage. All student employees are paid monthly by check for hours worked. EARNINGS ARE NOT CREDITED TO THE STUDENT’S ACCOUNT. Student employment earnings are to be used to assist students in meeting their responsibilities for payment of educational costs including the student’s tuition bill, books, supplies and personal expenses. Funds from a Federal Work-Study award cannot be used as payment for expenses at registration since the funds have not yet been earned. All students assigned to a Federal Work-Study position for the first time must comply with the Immigration Control and Reform Act of 1986 by presenting documents which establish your identity and work authorization, as specified by the Immigration and Naturalization Service.

VERIFICATION

Before federal financial aid funds can be credited to your account, information submitted on the Student Aid Report (SAR) as a result of the FAFSA is sometimes required to be verified. Approximately 1/3 of all FAFSA applications are randomly selected for the Verification process. This does not necessarily mean that you made a mistake or that there is a problem with your application. The University is responsible for coordinating this verification process. The Office of Financial Aid Planning may request copies of the parent’s or student’s IRS tax transcripts (tax returns are not acceptable) along with other information in order to verify the data that was put on the FAFSA is accurate. All financial aid is awarded on the condition that the above information will be provided if requested. Upon receipt of the information, it is reviewed and compared with the information noted on the FAFSA. If this tax information changes data previously submitted on your FAFSA, a revised financial aid award may be sent to you. Your timely response to requests will avoid delays in an accurate assessment of your need. If you fail to bring in the required documentation, your federal financial aid will be canceled. Please note: no state, federal grants or federal loans are processed until verification is
complete. Any financial aid awards shall be void if and when incorrect information is revealed on the student admissions application, the need analysis form or the Student Aid Report. The AU deadline to submit documents required for verification is the last day of scheduled classes for the semester in which the student is last enrolled. Students will not be eligible for any funds to be disbursed after the last day of classes.

**Deposits**

All students are required to pay an enrollment confirmation deposit for the first semester. All deposits must be paid prior to financial aid being finalized. *Estimated financial aid cannot be used to pay the enrollment confirmation deposit.* Please contact the Office of Admission for more information or questions regarding your deposit.

**Veteran’s Benefits**

For benefit certification purposes, some students receiving VA benefits may be required to submit to the Office of Financial Aid Planning a copy of their DD 214, Certificate of Eligibility, and/or Application for Benefits (http://vabenefits.vba.va.gov/vonapp/main.asp) showing the type of benefit eligibility. You must report enrollment status changes to the Office of Financial Aid Planning and to your case manager. Please be aware that you may be liable to repay the VA for course load reductions unless you can establish acceptable mitigating circumstances causing the reduction. Anderson University will evaluate each Veteran/Veteran dependents’ credits each semester and report them to the Veterans Administration. If a veteran/veteran dependent withdraws, it will count towards his/her benefits eligibility. If a veteran/veteran dependent drops a course they will not receive payment. Anderson University will monitor all VA students’ academic records. Please see VA website for further information on policies and procedures or contact the Office of Financial Aid Planning at finaid@andersonuniversity.edu with further VA benefit questions.

**Transfer Courses**

Be sure all prior academic transcripts are received and reviewed Anderson University, as your credit hours accepted may change your loan amount eligibility. Final awards will not be calculated until final transcripts from the prior institution have been received and reviewed.

**STANDARDS OF SATISFACTORY PROGRESS FOR FINANCIAL AID**

Financial Aid is awarded contingent upon the recipient’s maintaining good academic standing and progress towards a degree. Every student receiving financial aid will have his/her cumulative grade point average evaluated at the end of the spring semester each academic year. (Please note that some particular awards will require a GPA to be maintained per semester, although overall satisfactory academic progress is only reviewed annually.) At that point, the student must have met qualitative and quantitative requirements for their aid or he/she will be placed on financial aid suspension for the following year. A student will be removed from suspension status if he/she brings his/her cumulative grade point average to the required as listed in the AU Academic Catalog or meets the completion percentage required based upon the year in school. If the student has completed a second academic year of attendance at the university, he or she must have a 2.0 cumulative grade point average at the end of the spring semester to retain Title IV funding for the following academic year. There will not be an automatic probationary semester.

The student may appeal these standards if there has been undue hardship (i.e., medical, death, divorce). Appeals must be directed to the Office of Financial Aid Planning for review by the Financial Aid Committee. All appeals must be submitted to the Office of Financial Aid Planning within 30 days of notification of the Financial Aid Termination. Students will be notified by the Office of Financial Aid Planning within 30 days of the Financial Aid Committee’s decision. If a student has changed majors,
consideration will be given for credits attempted and grades earned that do not count toward the new major. All transfer credits will apply in calculating completion rate. Consecutive probationary appeals will not be permitted unless mitigating circumstances (death in the family, student illness causing severe loss of school time, etc.) exist.

In addition, certain financial aid programs require special academic achievements for renewal. The following programs require a specific cumulative grade point average at the end of the spring semester:

- Presidential Scholarship: 3.0
- Founder’s Scholarship: 2.5
- Provost’s Scholarship: 2.0
- Anderson University Grant: 2.0
- Transfer Scholarship/Grant: 2.0
- Denmark: 3.0 and completion of 30 or more credit hours per year
- Warthin: 2.5 and completion of 30 or more credit hours per year
- Rouse: 2.0 and completion of 30 or more credit hours per year
- AU Fellows: 3.0 and completion of 30 or more credit hours per year
- Out of State Grant: 2.0
- Baptist: 2.0

**South Carolina Merit Programs** - To renew a student must have a 3.0 cumulative grade point average and have earned thirty (30) credit hours during the fall, spring, and summer.

**South Carolina Tuition Grant Program** - The only academic requirement is twenty four (24) earned credits for renewal and the student must be meeting Satisfactory Academic Progress. NOTE: This is only the academic requirement. FAFSA information must be received by the June 30 deadline and will be used to determine need based eligibility.

*The Standards of Academic Progress apply to the following programs:*

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Perkins Loan
- Federal Stafford Loans (Subsidized and Unsubsidized)
- Federal Parental Loan for Undergraduate Students (PLUS)
- Federal Work Study Program
  *Federal TEACH Grant (requires a 3.25 cumulative grade point average at the end of each semester after your 1st year.)*

**Over-awards**

If you have received an outside scholarship or other form of assistance not listed on the official financial aid award, you should contact the Office of Financial Aid Planning immediately. An over-award may result if you fail to disclose this information. A revised financial aid award will be issued if an over-award occurs, reducing some type of aid. *Institutional financial aid may also be reduced if your total amount of aid from all sources (not including loans) exceeds your total direct costs.*

**Summer School**

There are no institutional or state programs available for the summer terms. The three programs possibly available for the summer terms are the Pell Grant, Stafford Loans and Parent Loan (PLUS) programs depending on your individual eligibility. Students must be in at least 6 credits for the summer
2014-2015

and if the maximum loan limit has been used up for the year then the students must be intending to return for the fall semester for at least 6 credits to obtain a loan.

Renewal of Aid

Federal Financial aid awards are not automatically renewable. Federal aid must be applied for each year by completing the FAFSA application. You may continue to receive financial assistance if you show continued evidence of financial need, scholastic achievement, and personal responsibility. The FAFSA application must be completed each year after January 1st of the new year. You may do this online at www.fafsa.ed.gov. Changes may occur for many reasons including increases or decreases in your family’s ability to contribute, aid received from outside sources, the family assuming more responsibility of the student’s education, or increased demand for financial aid funds.

Revised Awards

Student awards are based on the best information we have available at the time financial aid is awarded. During the course of the academic year, we may find it necessary to send you revised awards. For example, after we email you your financial aid award, we may be notified that you are receiving another form of financial assistance or perhaps have chosen to change your housing status. When we are informed of this fact, we will revise the award and notify you of such at that time via an updated award email to your AU email. Other possible reasons for revised awards include, but are not limited to, notification of early graduation, notification of actual state awards, notification of employment, reduction of enrolled hours, and notification of information which alters financial data on the Student Aid Report.

Monthly Payments Plans

A monthly payment plan is available for those parents and/or students who wish to make monthly payments. Please contact Anderson Central for more information on payment plans or visit the Anderson University home page.

Scholarship Restrictions

If you receive a scholarship at Anderson University you should carefully read the information enclosed with the award letter. Students are not allowed to combine institutional programs. If you choose to move off campus, then your scholarship or grant may be reduced or removed depending on the award. Please review your scholarship award letter carefully.

International Student Loans

There are private loan programs available for international students. The amount that can be borrowed is up to the cost of attendance at the university. Students will need to obtain a U.S. citizen or eligible non-citizen as a co-signer. Students may contact the Office of Financial Aid Planning for more information and to find out about possible scholarship opportunities for international students.

International Students Scholarship Policy

International students are not generally eligible for Federal or state funding. AU offers merit based scholarships for international students as well as an “International Grant” for being from out of the country in the amount of $3,000. Please contact the Office of Financial Aid Planning for more information.
Under current IRS regulation any U.S. citizen receiving scholarships or grants that exceed tuition, fees, books and supplies must report the amount as taxable income on their income tax return.

Students Convicted of Possession or Sale of Drugs

A federal or state drug conviction can disqualify a student for Federal Student Financial Aid. The student self-certifies in applying for aid that he/she is eligible for federal funds. You are not required to provide the documentation of the conviction unless we have conflicting information in the school records. Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Federal Student Financial Aid—they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside or removed from the student’s record does not count. One received when he/she was a juvenile does not count unless he/she was tried as an adult. The chart below illustrates the period of ineligibility for Federal Student Financial Aid, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs)

<table>
<thead>
<tr>
<th>Possession of illegal drugs</th>
<th>Sale of illegal drugs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st offense</td>
<td>1 year from date of conviction</td>
</tr>
<tr>
<td>2nd offense</td>
<td>2 years from date of conviction</td>
</tr>
<tr>
<td>3+ offenses</td>
<td>Indefinite period</td>
</tr>
</tbody>
</table>

If the student was convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period. A student regains eligibility the day after the period of ineligibility ends or when he/she successfully completes a qualified drug rehabilitation program. Further drug convictions will make him/her ineligible again.

Students denied eligibility for an indefinite period can regain eligibility for federal assistance only after successfully completing a rehabilitation program as described below or if a conviction is reversed, set aside, or removed from the student’s record so that fewer than two conviction for sale or three convictions for possession remain on the record. In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student’s responsibility to certify to the university that he/she has successfully completed the rehabilitation program; as with the conviction question on the FAFSA, you are not required to confirm the reported information unless we have conflicting information in our school records.

When a student regains eligibility during the award year, the university may award Pell, FSEOG, Teach, and Campus-based aid for the current payment period and loans for the period of enrollment.

Standards for a qualified drug rehabilitation program

A qualified drug rehabilitation program must include at least two unannounced drug tests and must satisfy at least one of the following requirements:

- The program must be qualified to receive funds directly or indirectly from a federal, state, or local government program, or
- The program must be qualified to receive payment directly or indirectly from a federally or state licensed insurance company, or
- The program must be administered or recognized by a federal, state, or local government agency or court, or
- The program must be administered or recognized by a federally or state-licensed hospital, health clinic, or medical doctor.

A Student that undergoes the drug rehabilitation program and is seeking federal aid eligibility must provide a copy of the completed drug rehabilitation program to the financial aid counselor.
Withdrawal and Refund of Aid to Financial Aid Accounts

Students receiving financial aid who find it necessary to withdraw from the University must notify the Center for Student Success immediately. If a student withdraws from Anderson University prior to the completion of 60% of the term and if Title IV financial aid has been used to pay all or any portion of the charges, the federal financial aid programs from which the funds were disbursed will be refunded to the appropriate agency in accordance with a formula (Return to Title IV process) required by federal regulations. Unearned Title IV funds will be returned to the Title IV Programs based on the number of calendar days not attended and any balance due from that reduction will be required to be paid by the student in accordance with Federal Student Aid regulations.

The order of the return of funds, as required by the Federal government, will be: Federal Unsubsidized Loan, Federal Subsidized Loan, Federal Perkins Loan, Federal PLUS Loan, Federal Pell Grant, Federal Academic Competitiveness Grant (ACG), Federal National Science and Mathematics Access to Retain Talent Grant (SMART Grant), Federal SEOG, Teach Grant and other Title IV aid programs. All students withdrawing must report to the Office of Financial Aid Planning for counsel.

If a student withdraws anytime during a semester, this policy may result in a student having a financial obligation to the University which is payable at the time of a student’s withdrawal. The refund policy of the university direct costs may be found in the Academic Catalog.

AU Federal School Code 003418

Anderson University
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(864) 231-2070
E-Mail: finaid@AndersonUniversity.edu

Financial aid is not denied or artificially restricted for any student based on race, color, gender, disability, religion, national and ethnic origin, or age. All students are treated equally in determining the amount of financial aid for which they qualify and the amount and types to be awarded based on available resources.

Please Note: The Financial Aid Handbook is created only as a resource and is not the official policy for Financial Aid at Anderson University. All policies are subject to change. The official Policy and Procedures for Anderson University and the Office of Financial Aid Planning may be found in the AU Academic Catalog located on the AU website, which is the final authority in all cases.