

FINANCIAL AID RIGHTS AND RESPONSIBILITIES

This information is accurate at all Aurora University locations and subject to change without prior notice.

1. A student has the right to know the criteria used to determine his/her financial need and the aid he/she has been awarded. A student also has the right to decline any or all of the awarded aid.
2. Students must apply for financial aid every year. Aurora University highly recommends completing the Free Application for Federal Student Aid (FAFSA) as soon as possible beginning October 1. Students turning in financial aid paperwork and completing their 2021-22 financial aid file after May 1, 2021, may incur late fees and/or penalties.
3. If a student has been selected for verification, he/she must submit requested items to the Office of Financial Aid. Verification must be completed before any financial aid, including loans, can be credited to their account. Please Note: The verification process may take longer if FAFSA corrections are required. Corrections to FAFSA information may result in changes to a student's financial aid eligibility, which a student would be notified of via a revised financial aid award letter.
4. Special Circumstance and Dependency Override Requests: There are times when a student may encounter a situation that is not reflected in the information requested on his/her FAFSA. If he/she has extenuating circumstances, he/she may complete a Special Circumstance or Dependency Override Request. The Office of Financial Aid reviews completed requests weekly. These forms are available at aurora.edu/forms2021 (<https://aurora.edu/forms2021/>).
5. A student must be enrolled at least halftime and maintain Satisfactory Academic Progress (SAP) in order to receive federal, state, and institutional financial aid. For additional information, refer to the Satisfactory Academic Progress Procedures form at aurora.edu/forms2021 (<https://aurora.edu/forms2021/>).
6. Definitions of Enrollment per Semester:

Type	Undergraduate	Graduate - Doctoral
Full-time	12 or more credits	6 or more credits
Three-quarter time	9 - 11 credits	5 credits
Half-time	6 - 8 credits	3 - 4 credits
Less than half-time	< 6 credits	< 3 credits

7. Definitions of Academic Level: A student's academic level is a factor in determining their Federal Direct Stafford Loan eligibility.

Academic Level	Credit Hours
Freshman	0 - 29 hours
Sophomore	30 - 59 hours
Junior	60 - 89 hours
Senior	90+ hours

8. The student's financial aid cost of attendance is based off of tuition and fees as well as estimates for room and board, books and supplies, transportation, and living (personal and miscellaneous expenses). For full-time (12 - 18 hours) traditional undergraduate students, the cost of attendance is displayed below. A similar formula is used with adjusted numbers that reflect costs for different student scenarios (ex: part-time, graduate, online, George Williams

College, etc.). Specific charges can be found at aurora.edu/student-accounts/cost.html (<https://aurora.edu/student-accounts/tuition-and-fees/>).

Category	On Campus	Off Campus
Tuition/Fees	\$26,760	\$26,760
Books	\$1,200	\$1,200
Room	\$6,718	\$2,484
Board	\$3,980	\$1,476
Transportation	\$1,386	\$1,602
Living	\$1,638	\$1,638
Total	\$41,682	\$35,160

9. No federal or state aid will be awarded to a student who owes a refund or repayment on a Federal Pell Grant or Federal Supplemental Educational Opportunity Grant (SEOG) or who is in default on a Federal Direct Stafford Student Loan, Federal Direct PLUS Loan, or Federal Perkins Loan.
10. Students must comply with all federal regulations regarding Selective Service registration and use of funds.
11. All financial aid received in excess of a student's need and/or cost of attendance must be returned/repaid. The total of any financial aid programs designated as applicable toward tuition only cannot exceed the direct cost of tuition.
12. If a student or other individual misreports information or alters documents to fraudulently obtain federal funds, this will result in the cancellation of aid and referral to the U.S. Department of Education's Office of Inspector General.
13. The Student Accounts Office will apply federal and state financial aid to allowable charges such as tuition, fees, room, and board as well as authorized miscellaneous charges per the Tuition/Fees Payment Agreement form. Excess funds, if applicable, will be refunded to the student and/or parent within 14 calendar days from when the credit balance becomes available. **If a student receives a refund of credit and then has a reduction in financial aid, incurs additional charges, or withdraws from all courses, he/she is responsible for paying the outstanding balance.** If the student prefers to have any credit balance held on his/her student account during the academic year, he/she can arrange this with the Student Accounts Office.
14. A student's enrollment in a program of study abroad approved for credit by AU may be considered enrollment at AU for the purpose of applying for assistance under the FSA programs. The student must complete the Study Abroad Consortium Agreement Application and Contract.
15. Students are responsible for reporting any of the following to the Office of Financial Aid:
 - a. Change in enrollment
 - b. Change in living arrangements
 - c. Change in academic level
 - d. Receipt of tuition benefits/reimbursement from outside source
 - e. Receipt of an outside scholarship
16. Summer financial aid requires a separate institutional application in addition to the FAFSA for the applicable academic year. Applications will be available beginning in December. If eligible for summer aid, he/she will receive an award letter. He/She will also be notified if he/she is not eligible for aid during the summer term. Additional items may need to be submitted if requested.

17. If borrowing a Federal Direct Stafford Student Loan for the first time, a student must complete an Entrance Counseling session. He/She must complete an Exit Counseling session if his/her enrollment falls below half time, prior to graduation, or upon leaving the university. At that time, he/she may contact the U.S. Department of Education to inquire about repayment and/or deferment of his/her federal loans. It is important for the student to recognize their obligation to repay loans.
18. A student's loan disbursement dates have been predetermined by AU. Students enrolled in a semester or a modular program will have one scheduled loan disbursement each semester of attendance. Summer semester loan disbursements are based on summer course dates. The student's loan disclosure statement from the U.S. Department of Education will indicate his/her anticipated disbursement dates and amounts. Students will be notified by the Student Accounts Office via their AU email accounts upon arrival of their loan disbursement(s). Students can manage their federal loans through the National Student Loan Data System (NSLDS) at studentaid.gov (<https://studentaid.gov>).
19. Tuition Refund Policy: Refer to the Withdrawal and Refund Policies Section of the Tuition/Fees Payment Agreement form for additional information. **Withdrawing from courses may reduce or eliminate financial aid based on a student's final enrollment.**
20. Room and meal plan charges are subject to a different refund policy, which is determined by the Office of Residence Life.
21. A student's eligibility for financial aid may be affected if he/she withdraws from any or all of his/her classes. Check with the Office of Financial Aid before withdrawing from any classes. If a student makes the decision to withdraw from Aurora University at any time, the student utilizes the Request to Withdraw form located in WebAdvisor.
22. Return of Federal Funds Policy: A student who receives Title IV funds and withdraws from classes up through the 60% point in a period of enrollment may no longer be eligible for the full amount of federal aid. Title IV (federal aid) includes: Direct Stafford Loans, Direct PLUS Loans, Pell Grant, Supplemental Educational Opportunity Grant (SEOG), and Iraq and Afghanistan Service Grant. A percentage is used to determine the amount of federal funds the student has earned, and which may be disbursed, at the time of withdrawal. For an official withdrawal, the withdrawal date is the date the student begins the university's withdrawal process. For an Unofficial withdrawal, the withdrawal date is the last date the student participated in an "academically related activity" (e.g., attending a class or lab, taking an exam, submitting an assignment) which can be confirmed by a faculty or staff member. If it is impossible to establish a date that the student last participated in an "academically related activity," the midpoint of the semester will be considered the official last date of attendance for the purpose of returning unearned Title IV funds. Any unearned funds must be returned by the school and/or student. This must be done no later than 45 days from the date the Office of Financial Aid is notified of the total withdrawal. This federal calculation must also be done after semester grades are submitted in the event that a student receives all F's (a 0.0 semester GPA) and the F's are due to lack of attendance. Funds that are returned to the federal government are used to reduce the outstanding balances in individual federal programs. Financial aid returned must be allocated in the following order:
 - a. Federal Direct Unsubsidized Loan
 - b. Federal Direct Subsidized Loan
 - c. Federal Direct Parent Loan (PLUS)

- d. Federal Direct Graduate PLUS Loan
- e. Federal Pell Grant
- f. Federal Supplemental Educational Opportunity Grant (SEOG)
- g. Iraq and Afghanistan Service Grant

A student may be eligible for a post-withdrawal disbursement if, prior to withdrawing, the student earned more federal financial aid than was disbursed. If a student is eligible for a post-withdrawal disbursement for Title IV funds, it will be processed for the student and a refund will be issued within 14 days of the credit balance.

If the post-withdrawal disbursement includes loan funds, Aurora University must get the student's permission before it can disburse the loan. Students may choose to decline some or all of the loan funds so that he/she does not incur additional debt. A notice will be sent out to the student, and a signed, response or email from their AU email account must be returned to the university within 14 days.

Aurora University may automatically use all or a portion of the post-withdrawal disbursement of grant funds for tuition and fees. However, the university needs the student's permission to use the post-withdrawal grant disbursement for all other university charges. If the student does not give his/her permission, the student will be offered the funds. It may be in the student's best interest to allow the university to keep the funds to reduce the student's debt at the university.

It is also important to understand that accepting a post-withdrawal disbursement of student loan funds will increase a student's overall student loan debt that must be repaid under the terms of the Master Promissory Note. Additionally, accepting the disbursement of grant funds will reduce the remaining amount of grant funds available to the student should the student continue his/her education at a later time.

Further details regarding the federal returns calculation are available in the Office of Financial Aid.