Effective: May 31, 2018

Terms and Conditions for 2018-2019

You must accept the following Financial Aid Terms and Conditions before you can view your awards on PipelineMT. Failure to read and understand the Terms & Conditions may negatively impact eligibility for financial aid. For additional information, please visit our Web site at mtsu.edu/financial-aid. If you have questions, contact the MT One Stop by emailing mtonestop@mtsu.edu.

Correspondence

- Your MTSU email account will be the primary method used by the MTSU Financial Aid Office (FAO) to communicate about financial aid. **It is important for you to frequently check your email account.**

Eligibility Requirements

- You must be admitted into a degree-seeking program or pursuing post-baccalaureate teacher certification.
- To be eligible for federal and state financial aid, you must be maintaining Financial Aid Satisfactory Academic Progress. Your cumulative GPA, completion rate, and maximum time limits for the completion of your degree are monitored at the end of each semester.
- You cannot receive federal financial aid simultaneously at two schools.
- Failure to attend classes may result in your financial aid being reduced or cancelled. This may result in you owing a balance to MTSU.
- Contact the MT One Stop before dropping or withdrawing from classes because it may cause you to owe a balance to MTSU and/or lose eligibility for some types of financial aid.
- Graduate students who are required to enroll in undergraduate pre-requisites before enrolling in a graduate course or before enrolling in core graduate courses (as noted in the Graduate Catalog), undergraduate students working on an additional bachelor's degree, or students working solely on teacher certification must submit additional documentation before financial aid can be processed or authorized to their accounts.
- A Free Application for Federal Student Aid (FAFSA) must be completed annually.
- Students incarcerated in federal and state penal institutions are not eligible for financial aid. You must notify the MT One Stop if you are currently incarcerated.
- A student or Parent PLUS Loan borrower who has property subject to a judgment lien for a debt owed to the United States that has not been paid in full or in a satisfactory payment arrangement is not eligible for federal financial aid. If applicable, you must notify the MT One Stop.

Cost of Attendance and Awards

- Cost of Attendance (COA) is an estimate of the cost for students to go to school for a specific amount of time (semester or year) and is based on the student's enrollment status. **The COA for financial aid is based on eligible coursework.**
- **Eligible Coursework** refers to classes that are required for and count toward outstanding degree requirements, including general studies, major, and minor requirements. Courses that a student takes just to explore a topic or out of personal interest may not be considered eligible coursework.
- If you are enrolled in ineligible coursework, your financial aid COA and awards may be reduced or cancelled based on the source and type of aid.
- Federal Aid (Ex: Pell Grant, SEOG, Teach Grant, Work Study, Direct Loans, etc.) only pays for eligible coursework. State (Ex: TN State Grant, Lottery Scholarships, etc.) and Institutional Aid are not subject to the same regulatory restrictions. However, because your COA will be reduced for ineligible coursework, your state and institutional aid may be reduced given that your total aid cannot exceed your COA.

- Though the Financial Aid Office does not anticipate any reduction in federal, state, and institutional funding, all awards are contingent upon the availability of funds.
- Notify the MT One Stop if you plan to enroll part-time, your residency has changed from out-of-state to in-state status, and/or you will receive a private scholarship, third-party payments such as Vocational Rehabilitation, or discounts, etc. Otherwise, if your aid is adjusted, you may owe a balance to MTSU.

Authorization of Financial Aid to Student Accounts

- Before we can authorize aid to be paid to your account, we must examine the classes you are registered for to identify which will be considered eligible coursework for purposes of financial aid and which will not be considered as eligible coursework. Based on source and type of aid, your final COA and aid eligibility will be determined at the point aid is authorized to your account or at the census date.
- The census date is typically the 14th day of classes for Fall and Spring semesters. For Summer, refer to the online Registration Guide. Beyond your census date, no further adjustments to COA or awards will be made based on registration into additional coursework. However, COA and award adjustments may be made if you fail to attend all eligible coursework.
- For all Federal Aid and TN State Grant, after you pass a class with a grade of A, B, C, D, P, or S, you can enroll and complete the class and have it count towards your financial aid eligibility only one more time.

Transfer Credits and Impact on Financial Aid

Until all transfer academic transcripts have been received and evaluated:

- **Financial aid academic progress cannot be measured.** You will be placed on a temporary financial aid transfer warning status. Once academic progress can be measured, your status will be updated to Good Standing, Warning, or Suspension. If you continue on a Warning status after all transcripts have been evaluated, you must have a minimal cumulative pass rate of 67% by the end of your first semester at MTSU to continue eligibility for federal / state financial aid. If you have attempted more than 179 credit in all coursework evaluated and posted to the MTSU transcript from all institutions, you will be immediately suspended from all federal / state aid administered by MTSU, and will be responsible for all outstanding institutional charges.
- **Outstanding degree requirements cannot be determined**. Your Cost of Attendance (COA) and financial aid awards will be estimated. The COA and financial aid awards may be recalculated once all academic transcripts are evaluated. In this case, if your adjusted aid no longer covers the balance owed to MTSU, you will be responsible for paying any outstanding institutional charges.
- **Federal and state financial aid will not disburse to your student account.** However, you may be able to use your "estimated" financial aid to confirm your registration. Institutional aid (e.g., academic scholarships) will be disbursed based on your enrollment status even if all transfer transcripts have not been evaluated.

Financial Aid Refunds

- If your financial aid awards are more than your MTSU charges, you will receive a Financial Aid Refund. Most students choose to receive their Financial Aid Refund by signing up for Direct Deposit.
- You must confirm your registration to keep your classes from being dropped.

Federal Pell Grant

- Students will be monitored by the federal government as related to the maximum number of semesters they can receive the Federal Pell Grant. Inclusive of all postsecondary institutions, eligible students can receive the Federal Pell Grant until a baccalaureate degree is earned or have received a Pell Grant the equivalent of

twelve (12) full-time semesters, whichever comes first. Refer to the following link for additional information: http://www.mtsu.edu/financial-aid/grants.php.

Federal Direct Loans

- You must accept (if offered) or submit an online Loan Request Form for any Federal Direct Loans you wish to receive. Accept Federal Direct Subsidized loans before accepting Federal Direct Unsubsidized loans. Go to our website for more information about Federal Direct Loans.
- There is a limit on the maximum period of time you can receive Federal Direct Subsidized Loans. In general, you may not receive Federal Direct Subsidized loans for more than 150% of the published length of your program.
- You must be enrolled **at least half-time** (6 undergraduate or 5 hours graduate hours) in eligible coursework at the point of loan disbursement.
- All first-time borrowers at MTSU must complete Loan Entrance Counseling at https://StudentLoans.gov within one month or the loan may be cancelled.
- All borrowers must electronically sign a Direct Loan Master Promissory Note (MPN) at https://StudentLoans.gov within one month or the loan may be cancelled. Typically, the MPN is valid for up to 10 years.

EVEA

- Students who are new admits or readmits to MTSU must verify US citizenship or lawful presence to receive state funded benefits as required by the Eligibility Verification for Entitlements Act (EVEA). For more information, please refer to **http://www.mtsu.edu/how-to-apply/evea.php**. Failure to meet this requirement will result in cancellation of Institutional Scholarships, Lottery Scholarships, and the Tennessee Student Assistance Award (TSAA).

Scholarships

- Guaranteed Scholarships are automatically renewed if students maintain continuing eligibility requirements.
- Students may apply for Competitive Scholarships each year to be considered for scholarships for the upcoming year. Students cannot simultaneously receive a Guaranteed Scholarship and a Competitive Scholarship. The online Scholarship Application will be available in late fall and must be submitted by February 15.
- For more information, go to http://www.mtsu.edu/financial-aid/scholarships

Tennessee Education Lottery Scholarship Program

- Students who are awarded a Lottery Scholarship will be notified by email to complete the online Tennessee Education Lottery Scholarship Statement of Understanding.

I understand that I am responsible for paying all charges owed to MTSU.
If it is determined that I become ineligible for any financial aid awarded during the academic year, I agree to repay these amounts to the MTSU Business Office.