

# 2014-2015 Financial Aid Award

Dear Student:

Congratulations on your admission to the University of Florida and on your decision to participate as a member of the Innovation Academy. We are pleased to offer you the aid listed in the enclosed Award Letter and UF Shopping Sheet. We have considered your eligibility for grants, scholarships, part-time employment, and loans, and this notice represents the best award possible, given our available funds and guidelines for each program. This award reflects our confidence in your ability to complete your college studies. How well you use these resources will have a significant effect on your success at the University of Florida.

The Award Letter contains important information about your financial aid award, including specific information about your obligations when you receive aid. It provides the names of your expected awards along with their expected amounts, itemized by semester. You will learn how to accept this award, how to report additional outside resources, and important facts about how you will receive your financial aid.

A UF Financial Aid Shopping Sheet has also been provided to you. The Shopping Sheet is a consumer tool that is designed to simplify information about costs and financial aid in an easy-to-read format. It will help you in comparing institutions in terms of grant and scholarship amounts, net costs, graduation rates, loan default rates, median borrowing and estimated monthly loan payments after graduation.

For your own benefit, please take the time to read all the information provided carefully, and then keep it with your other financial aid information for future reference. Please understand that if you refuse any of the aid listed on the enclosed award letter, the university is not required to replace that aid with funds from other programs.

If you still have questions after reading this information, contact a financial aid adviser for further assistance.

We wish you success in achieving your academic goals.

Sincerely,



Richard D. Wilder  
Director

## Use ISIS to Check the Status of Your Aid

<http://www.isis.ufl.edu>

The status of your financial aid file is available on ISIS, UF's Integrated Student Information System. In the left menu, under "Financial Aid," choose "Aid Status" or "Awards and Disbursements" for the correct year.

Using ISIS, you can also: request a Direct Loan, accept your student loans; forms and other financial aid documents; report additional aid you are receiving; update your address with UF; sign up for direct deposit of your aid; and grant permission to have your financial aid pay all UF charges.

## Use SFA's Website for General Information

<http://www.sfa.ufl.edu>

The Student Financial Affairs website includes a description of available financial aid programs as well as information about applying for and receiving financial aid.

On SFA's website, you will also find features such as: the electronic editions of the *GatorAid Guide* and *Handbook*; institutional loan disclosures; the Scholarship Search Engine; SFA's podcast series; SFA's Newsletter; specific information for undergraduate students, graduate/professional students, and parents; and links to other UF sites.

## I. YOUR FINANCIAL AID PACKAGE

Your award package was developed according to federal, state, and institutional regulations to help meet your financial need for the period of January 2015 through August 2015.

**As an IA student, this award was made based on the understanding that you did not receive any federal or state aid for attendance at another post-secondary institution during the summer or fall 2014 terms.**

**All awards depend on available funds and are based on full-time enrollment. UF has the right to change or cancel awards if funds are unavailable, if your application contains incorrect data, if your financial situation changes, or if you do not enroll full-time.**

If there is a change in your eligibility, you will receive a revised award notification. Revised award notices and other important financial aid mail will be sent electronically to your GatorLink email address. Be sure your GatorLink address is up to date in the UF Directory and correctly configured to receive UF business correspondence. Some correspondence is sent through the U.S. Postal Service; therefore, you must also keep your "Local Home Data" and your "Permanent Home Data" up to date in the UF Directory.

**ISIS:** All students should keep track of their financial aid file and awards through ISIS under "Financial Aid" on UF's ISIS website at <http://www.isis.ufl.edu>. Be sure to select the correct award year.

**Please read this entire pamphlet.** You are responsible for being aware of all eligibility requirements and application procedures. Keep copies of this and all financial aid information.

## II. FINANCIAL AID ADVISERS

If you have a question about your award or need financial assistance, contact your financial aid adviser in S-107 Criser Hall between 8:00 a.m. and 5:00 p.m., Monday through Friday, or call (352) 392-1275.

See the "Contact SFA" page at <http://www.sfa.ufl.edu/contact-sfa> for more information.

## III. YOUR AWARD LETTER

### Accept, Cancel, or Reduce Your Award

To accept, cancel, or reduce your aid award, read the Financial Aid Programs and Receiving Your Aid sections of this guide; then go to ISIS at <http://www.isis.ufl.edu>. Under "Financial Aid," select "Awards and Disbursements" for 2013-14. Follow the "Award Instructions" there for accepting, canceling, or reducing your aid.

Also on ISIS, go to the "Financial Aid Status" page for 2013-14 to complete any and all requirements to receive the aid you have been awarded. Keep the enclosed Award Letter for your records.

### Update Your Award

#### Report Additional Aid:

If you are receiving aid not listed on your award letter (including aid from private organizations, foundations, the State of Florida, UF colleges and departments, and any awards paid directly to you), go to ISIS, and under "Financial Aid," select "Additional Aid Reporting" under 2014-15, and list the aid. For assistance in doing this, see the "Reporting Additional Aid" video on SFA's YouTube page, <http://www.youtube.com/ufsa>.

After you submit information on ISIS, allow up to two business days for the information to update. You will receive notification of your revised award from us via email to your GatorLink account. Check the new award to confirm that all changes were made correctly. If additional awards reported cause your need to be overmet, adjustments to current awards may be necessary.

### To Appeal Your Aid Award:

If you think we have overlooked an aspect of your financial situation that would affect our evaluation of your need, you are entitled to an appeal. Contact your financial aid adviser in S-107 Criser Hall.

March 1–October 1 is the preferred time period in which to petition your aid award.

### "Predicted" Awards

Awards listed on your award letter as "predicted" are only predictions of what you may be eligible to receive. They are NOT official award commitments. You must meet all program eligibility requirements to receive a disbursement from any predicted award.

– If a **Predicted Florida Student Assistance Grant** is part of your award, we have used information from your FAFSA and the State of Florida to predict this grant based on full-time enrollment. You must meet all eligibility criteria to be receive funds.

– If a **Predicted Florida Bright Futures (Florida Academic or Florida Medallion) or a José Martí, Rosewood, or Scholarship for Children & Spouses of Deceased or Disabled Veterans & Service Members** is part of your award, we have used information from UF admissions files and the State of Florida to predict that you may be eligible. Determination of eligibility is made by the Florida Department of Education. The actual amount you receive will be calculated after the Drop/Add period of each semester.

– If a **Predicted Federal Pell Grant** is part of your award, we have predicted this award based on full-time status and information from your FAFSA. The actual amount you receive will depend on your enrollment status and on the Expected Family Contribution (EFC) listed on your Federal Student Aid Report. Your award will be calculated after the Drop/Add period of each term.

– If a **Predicted Presidential, UF Gold, UF Platinum, Admissions Alumni, Sunshine, or Gator Nation Scholarship** is part of your award, we have used information from the UF Admissions Office to predict that you may be eligible. Final determination of recipients will be made by the UF Admissions Office.

– If **Predicted Federal Direct Subsidized or Unsubsidized Loans** are a part of your award, we have predicted the award for informational purposes only.

To request these loans, go to ISIS, choose Financial Aid 2014-2015, Aid Status, and complete the "Direct Loan Request".

We will not process any Direct Subsidized or Unsubsidized loans for you unless you indicate that you wish to receive them.

– If a **Predicted Federal Direct PLUS Loan** is a part of your award, we have predicted the award for informational purposes only.

To receive this loan, Graduate and Parent PLUS applicants must complete the PLUS application at [www.studentloans.gov](http://www.studentloans.gov). All PLUS loans are subject to credit approval.

If you do not want the loan, cancel it on ISIS under "Awards and Disbursements".

Office for Student Financial Affairs

5-107 Criser Hall  
PO Box 114025  
Gainesville, FL 32611-4025  
(352) 392-1275  
Fax (352) 392-2861  
www.sfa.ufl.edu

APRIL 1, 2014 <sup>1</sup>

STUDENT NAME  
ADDRESS  
CITY STATE ZIP

UFID

2014-2015 Award Letter

Below is a listing of your 2014-2015 financial aid awards as of the date of this notification.

Awards listed under Award Detail as "predicted" are only projections of what you are eligible to receive. Final determination of your eligibility and the award amount is based on information from the State of Florida, a private donor, a college or division within the University of Florida, or the results of the federal financial aid application (FAFSA).

If you continue to meet all eligibility criteria associated with each fund, awards will be disbursed each term as indicated below. For additional information, please refer to the Award Letter Guide located on UF's ISIS website at [www.isis.ufl.edu](http://www.isis.ufl.edu). Under "Financial Aid," select "Awards and Disbursements" under 2013-14.

Estimated Cost of Attendance from 01/06/2015 to 08/10/2015<sup>2</sup> ..... 18,555.00<sup>3</sup>

Minus:

Expected Parental Contribution ..... 1,217.00<sup>4</sup>

Expected Student/Spouse Contribution ..... 231.00<sup>5</sup>

Equals your gross financial need ..... 17,107.00<sup>6</sup>

Award Detail <sup>7</sup>	Spring	Sum A	Sum B	Total
PREDICTED FEDERAL PELL GRANT <sup>8</sup>	\$1,900.00	\$995.00	\$995.00	\$3,890.00
FEDERAL WORK-STUDY	1,500.00	500.00	500.00	2,500.00
FLA STUDENT ASSISTANCE GRANT	1,305.00	0.00	0.00	1,305.00
FLA MEDALLION SCHOLARS AWARD	1,155.00	577.50	577.50	2,310.00
FEDERAL LOAN	3,350.00	1,598.00	1,598.00	6,546.00
I. DOUGLAS TURNER GRANT	266.00	100.00	100.00	466.00

Total Award ..... \$17,017.00<sup>9</sup>

1. If you are receiving aid from sources not listed, report them on UF's ISIS website at [www.isis.ufl.edu](http://www.isis.ufl.edu). Under "Financial Aid," select "Additional Aid Reporting" under 2014-15.
2. To reduce or cancel any award, go to UF's ISIS website at [www.isis.ufl.edu](http://www.isis.ufl.edu). Under "Financial Aid," select "Awards and Disbursements" under 2014-15.
3. If you receive funds that cause your need to be overmet, you may be required to repay the overmet amount. You will be notified if this occurs.

Equal Opportunity Institution

## IV. AWARD LETTER DESCRIPTION

1. This is the date we printed your award letter.
2. This is the period that the award letter covers.
3. This figure is the amount we estimate it should cost you to attend school for the period indicated in item 2. The budget includes tuition/fees, books and supplies, computer and cell phone costs, housing, food, transportation, laundry and personal expenses.
4. This is the amount the federal government expects your parents to contribute to help meet the expenses indicated in item 3. This contribution can be cash or non-monetary support used to help meet your educational expenses. **DO NOT MAIL THE AMOUNT LISTED AS PARENTAL CONTRIBUTION TO UF.**
5. This is the amount the federal government expects you and (if applicable) your spouse to contribute to help meet the expenses indicated in item 3 (e.g., from part-time employment, spouse employment, Social Security benefits, savings and other assets, and contributions from relatives other than parents). **DO NOT MAIL THE AMOUNT LISTED AS STUDENT CONTRIBUTION TO UF.**
6. This is the amount of need remaining after subtracting parents' and student's contributions from the cost of attendance (item 3 minus items 4 and 5). This is the maximum amount of need-based aid you may receive.
7. This section lists the type and amount of aid offered to you by UF, as well as awards from other sources, if any. The distribution from aid programs is listed by semester.
8. Predicted awards are only projections of what you are eligible to receive. They are NOT official award commitments. See "Your Award Letter" in this *Award Letter Guide*.
9. This figure is the total amount of aid offered by UF and other sources for the 2013-14 award year based on the information in your financial aid file on the date listed in item 1. Please note that all financial aid awards are subject to adjustment.

## V. OVERMET NEED

If the total amount of your aid exceeds your gross financial need (see item 6 on the *Sample Award Letter*) as a result of your receiving additional outside aid (such as a scholarship or fellowship) not listed on your award letter, or due to a change in your expected family contribution, your need is considered *overmet*. Certain federal programs require us to adjust awards to eliminate overmet need; others, such as Federal Pell Grant and private scholarships, do not require this. **If you receive funds that cause your need to be overmet, you may be required to repay the overmet amount. We will notify you if this occurs.**

**CONFIDENTIALITY:** UF ensures the confidentiality of student records in accordance with State University System rules, state statutes, and the Family Education Rights and Privacy Act of 1974, known as the Buckley Amendment. Your family's financial information, and the type and amount of your aid are held in confidence. Information is released only with your written consent.

**UF INFORMATION PRIVACY STATEMENT:** UF values individuals' privacy and actively seeks to preserve the privacy rights of those who share information with us. For more information, go to <http://www.privacy.ufl.edu>.

**CONSUMER INFORMATION DISCLOSURE:** The university is committed to providing important information to its students, faculty, and staff. Consistent with this commitment and pursuant to the university's notice and reporting obligations under various laws, a comprehensive listing of relevant consumer information disclosures can be found at <http://www.isis.ufl.edu/consumerinfo.html>.



This document is available upon request in alternative formats for students with documented print-related disabilities. Hearing-impaired students should call the Florida Relay Service at 711 or 1-800-955-8771.

## VI. FINANCIAL AID PROGRAMS

Following is a brief description of programs that may appear on your award letter. For more information, refer to the *Gator Aid Handbook* or our website at <http://www.sfa.ufl.edu>.

### Grants

**Grants are awarded to students with the greatest financial need. They do not have to be repaid.**

- **Federal Pell Grant**

The Federal Pell Grant program is the largest federally funded undergraduate grant program. Your award is based on your enrollment status and on your Expected Family Contribution (EFC) as determined by a federally established formula. Full-time awards range from \$602 to \$5,730 per academic year.

- **Federal Supplemental Educational Opportunity Grant (SEOG)**

SEOG is a federally funded grant program awarded by the Office for Student Financial Affairs (SFA) to undergraduates who demonstrate exceptional financial need. Awards generally range from \$100 to \$2,000 per academic year.

- **Teacher Education Assistance for College and Higher Education (TEACH) Grant**

The TEACH Grant is a federally funded program that provides up to \$3,964 per year in grants for graduate and undergraduate studies to students who intend to teach full-time, for at least four years, in high-need subject areas at schools serving students from low-income families. Part-time students are eligible, but the maximum grant will be reduced.

To receive the grant, students must be enrolled in one of UF's TEACH Grant eligible programs, as determined by UF's College of Education. Note: if students do not fulfill ALL program requirements, TEACH Grants must be repaid as Federal Direct Unsubsidized Stafford Loans. Interest will accrue from the date of the original disbursement.

- **Florida Student Assistance Grant (FSAG)**

FSAG is a need-based, state grant program for undergraduate students attending eligible Florida institutions. Recipients must meet Florida residency requirements for state student aid and be enrolled in eligible academic degree programs. Awards range from \$200 to \$2,610 per academic year.

- **I. Douglas Turner Grant**

This UF-funded grant program is awarded by SFA to undergraduates who demonstrate exceptional financial need. Awards generally range from \$100 to \$5,000 per academic year.

- **UF Graduate and Professional Grants**

These UF-funded grants are awarded by SFA to graduate and professional students who demonstrate exceptional financial need and are enrolled at least half-time. Awards generally range from \$100 to \$3,000 per academic year.

### Scholarships

**Scholarships are awards that are based on grades, financial need, or special criteria and do not have to be repaid. Students do not have to work or perform service to receive scholarship funds.**

- **Florida Bright Futures Scholarship**

This State of Florida scholarship program has two awards: the Florida Academic Scholars Award and the Florida Medallion Scholars Award. Each award has different academic eligibility criteria and offers a different amount based upon enrollment. The top-ranked scholar from each school district receives an additional award, also based upon enrollment, called the Florida Top Scholar's Award.

Students will be required to repay the amount awarded for any course dropped or withdrawn unless the student appeals for, and is granted, an exception.

- **UF Admissions Office Scholarships**

The UF Office of Admissions awards academic scholarships to incoming freshmen and transfer students based on academic ability and achievement.

- **State of Florida Scholarships**

The State of Florida Office of Student Financial Assistance (OSFA) administers the José Martí Scholarship, the Rosewood Scholarship, and the Scholarship for Children & Spouses of Deceased or Disabled Veterans & Service Members. Each program has specific eligibility requirements, application procedures, award amounts, and renewal requirements.

For more information visit the OSFA website at <http://www.floridastudentfinancialaid.org/SSFAD/home/uamain.htm>.

- **Machen Florida Opportunity Scholarship**

This scholarship program is awarded by SFA to incoming freshmen who are first-generation, first time in college. Florida residents whose FAFSA results are received by the March 15 "on-time" deadline and meet specific income guidelines are considered. A limited number of scholarships are offered and award amounts vary depending on the student's need, as determined from the FAFSA.

- **SFA-Administered Scholarships**

Privately funded scholarships are available through the University and awarded by SFA. Scholarships are awarded based on guidelines provided by donors. The value ranges from \$200 to \$3,000 per academic year. Full-time enrollment is required to receive funds, and a FAFSA must be completed with priority given to students who meet the March 15 "on-time" deadline. A complete list of these scholarships is available on the SFA website at <http://www.sfa.ufl.edu/programs/scholarships>.

### Student Loans

**Most long-term student loans have low interest rates that range from 3.86% to 9% and offer deferred repayment provisions.**

**Further information on federal loans (including current rates) is available through the U.S. Department of Education at <http://www.studentloans.gov>. Interest rates and other information on UF institutional loans can be found at <http://www.sfa.ufl.edu/programs/loans>.**

**Borrowing money for college is a serious financial obligation, and students should carefully consider the amount of debt they incur. In addition to principal borrowed, interest is charged for use of funds.**

- **Federal Direct Loan Program**

The Direct Loan Program consists of the Subsidized Stafford, the Unsubsidized Stafford, and the PLUS loan programs. To receive a Federal Direct Loan, you must be enrolled at least half-time.

**Interest rates for all Direct Loans are subject to change. Check the SFA website for current rates.**

**Subsidized Loans** are loans for undergraduate students with financial need, as determined by cost of attendance minus expected family contribution and other financial aid (such as grants or scholarships). Subsidized Loans do not accrue interest while the student is in school at least half-time or during deferment periods.

**Unsubsidized Loans** are loans for students that are not based on financial need. Eligibility is determined by your cost of attendance minus other financial aid (such as grants or scholarships). Interest is charged during in-school, deferment, and grace periods. Unlike a subsidized loan, you are responsible for the interest from the time the unsubsidized loan is disbursed until it's repaid in full. You can choose to pay the interest or allow it to accrue and be capitalized (added to the principal amount of the loan). Capitalizing the interest will increase the total amount you have to repay.

Both subsidized and unsubsidized loans have a fixed interest rate, and repayment is deferred until a student graduates, withdraws, or enrolls less than half-time.

**Federal Direct PLUS/Graduate PLUS Loans** are for parents of dependent undergraduate students and for eligible graduate students. Parents or graduate students may borrow up to the cost of education minus other financial aid through the PLUS Program. There are no aggregate loan limits. Borrowers cannot have an adverse credit history. Repayment begins within 60 days after final loan disbursement, unless the borrower is eligible for a deferment. Parent and Grad PLUS borrowers must complete the application at <http://www.studentloans.gov>.

- **Federal Perkins Loans**

This federal loan program is awarded by SFA to students with the greatest financial need. Undergraduates may borrow up to \$4,000 a year up to an aggregate total of \$27,500. Interest of 5% begins to accrue when the loan becomes due after a nine-month grace period. The minimum monthly repayment is \$40 per month.

- **University of Florida Long-Term Loans**

SFA awards these university and/or private donor, need-based loans, including the SAFE Loan, the Meril S. Beers Loan, the Cora B. Pilling Loan, the John G. and Fannie F. Ruge Memorial Loan, the Hart R. Stringfellow Loan, and the Arthur L. Wallace Loan. Most long-term student loans offered by UF have low interest rates that range from 4% to 9% and may offer deferred repayment provisions.

Each UF long-term loan has its own disclosure documentation. Promissory notes and disclosure notices must be signed and returned to the University Bursar (UB) in S-113 Criser Hall before loans can be disbursed. Disclosure notices, as well as more detailed information, can be found on SFA's website at <http://www.sfa.ufl.edu/programs/loans/uf-long-term-loans>.

## Employment

**Part-time employment is available for students through the Federal Work Study (FWS), Student Other Personnel Services (STAS), and Florida Work Experience (FWEP) programs. In order to be eligible, an individual must be a UF degree-seeking student enrolled at least half-time. Students, on average, work between 10 and 20 hours per week, earn at least Florida's minimum wage per hour, and are paid on a biweekly schedule.**

**Job opportunities exist for all students whether or not they are eligible for financial aid. Students can view available job postings by going to <http://jobs.ufl.edu>. For more information on student employment, go to <http://www.sfa.ufl.edu/programs/employment>.**

- **Federal Work-Study (FWS)**

FWS is a federally funded, need-based, student work program (including the Federal Community Service component) which is awarded by SFA. Students participating in the FWS program must maintain satisfactory academic progress and will need to print a work permit, available online through ISIS. Students can go to "Financial Aid Awards and Disbursements" and click on the UF work permit link under their FWS award.

- **Florida Work Experience Program (FWEP)**

FWEP is a state-funded, need-based, student work program which is awarded by SFA.

- **Student Other Personnel Services (STAS)**

STAS employment is an institutionally and state-funded program which is not based on financial need. Application for this program is open year-round. Students participating in STAS are not required to have a work permit, but they are required to maintain a minimum 2.0 grade point average. The department will verify your enrollment status before appointing you. Students can provide the hiring department a copy of their semester schedules, available on ISIS.

## VII. ENROLLMENT REQUIREMENTS

**To receive federal aid, students must be enrolled in coursework required for their degree.** Furthermore, most aid programs require students to be enrolled at least half-time; however, due to limited

funds, priority is given to full-time students. Federal Pell Grants, TEACH Grants, Florida Student Assistance Grants, and Florida Bright Futures awards are prorated according to enrollment status. Students who enroll less than full-time may have their aid adjusted after the drop/add period. Please refer to the following chart for minimum enrollment eligibility requirements.

CLASSIFICATION	FULL-TIME		HALF-TIME	
	Fall/Spring	Summer	Fall/Spring	Summer
Undergraduate/Post Baccalaureate	12	12	6	6
Graduate	9	8	5	4
Law (JD)	10	5	5	3
Medical, Dental, VetMed	1	1	1	1

## VIII. RECEIVING YOUR AID

### Address Policy

You are responsible for keeping your current "UF Business Email Address," your "Local Home Data," AND your "Permanent Home Data" up to date in the UF Directory. Update these using myUFL.

### Tuition/Fee Deferment

Students with federal, state, or institutional aid on the SFA award file will be granted a deferment. Loans that have not been accepted will not be considered when determining eligibility for a deferment. FWS awards will also be excluded. Students who owe tuition/fees for a prior term will not be eligible for a deferment.

Fees are deferred until receipt of financial aid or until the deferred payment deadline, whichever comes first. If you have questions about your eligibility, check with SFA, or check your deferment status on myUFL, My Campus Finances, Student Center.

### Disbursement

Students receive financial aid by Direct Deposit from the University Bursar (UB), generally after classes begin and as soon as aid is available. Direct Deposit is required for the delivery of financial aid funds.

To sign up, go to myUFL and select "Access myUFL" to login. On the top toolbar, select "Main Menu." Choose "My Campus Finances," then "Direct Deposit-Student or PLUS." Please direct any questions about direct deposit to the University Bursar at (352) 392-0737.

UB disburses aid only after verifying enrollment status and making sure students have no financial or academic holds on their records. All current term unpaid tuition/fees, UF housing charges, and UF Bookstore charges are deducted from students' financial aid before disbursement. Other accounts receivable charges, such as parking and library fines, and meal plans may be deducted upon completion of a UF permissions form, available on myUFL. **Financial aid may not be used to pay prior-term tuition/fees.**

### Important Loan Disbursement Information

- **Loan Entrance Counseling**

Before loans can be disbursed, first-time Federal Direct Stafford, Federal Direct Graduate PLUS, and Federal Perkins Loan borrowers must complete Entrance Counseling. Federal Direct Loan borrowers must go to <http://www.studentloans.gov>. First-time Perkins Loan borrowers are mailed information by UB about completing online Entrance Counseling. For more information, contact UB at (352) 392-0737.

- **Federal Direct Stafford Loan Acceptance**

Stafford Loan borrowers must "accept" each term's award on ISIS before their funds can be released. Under "Financial Aid" for 2014-15, choose "Awards & Disbursements." Do this early to get your funds at the beginning of the term. Students may also reduce or cancel Stafford Loans on ISIS. See SFA's website at <http://www.sfa.ufl.edu/receiving/disbursements> for more complete information on loan processing and disbursement. If you are sure you don't want to receive a loan, please cancel it.

- **Federal Perkins Loan Disclosure/Acceptance**

Perkins borrowers must complete disclosure statements and accept each term's award before their funds for that term can be released. Perkins Loan disclosures are completed on ISIS under "Financial Aid" under "Aid Status." Perkins Loan acceptance is done on ISIS under "Financial Aid" under "Awards and Disbursements." For more information, contact UB in S-113 Criser.

- **Federal Direct Stafford Loan Master Promissory Notes**

Previous Stafford Loan borrowers should already have a Master Promissory Note (MPN) on file. New borrowers who do not have an MPN on file must go to the Federal website at <http://www.studentloans.gov> to complete one.

- **Federal Direct PLUS Loan Master Promissory Notes**

New Parent PLUS and Graduate PLUS borrowers who do not have a PLUS Master Promissory Note (MPN) on file must go to the Federal website at <http://www.studentloans.gov> to complete one.

- **Federal Perkins Loan Master Promissory Notes**

Students receiving a Federal Perkins Loan must complete a Master Promissory Note (MPN). They will receive information regarding their Perkins MPN from UB.

- **Promissory Notes for UF Long-Term Loan Borrowers**

UB will mail promissory notes to all UF Long-Term loan borrowers. These promissory notes must be signed and returned to UB in S-113 Criser Hall before the loans can be disbursed.

- **Federal Work-Study/Florida Work Experience**

If Federal Work-Study (FWS) or the Florida Work Experience Program (FWEP) is part of your financial aid, you will be paid for hours worked on a biweekly schedule, in accordance with the UF payroll schedule.

## IX. QUALITY ASSURANCE/ VERIFICATION

UF participates in the federal Quality Assurance Program, a program that allows us to establish our own verification criteria and determine which student files must be verified. Because of this, you may ignore any statement on your Federal Student Aid Report that you are being verified. Notification of Quality Assurance or Verification selection will be sent by our office.

Verification is a process of confirming data supplied by the applicant and/or parents to the Federal government. If your application is selected for verification by our office, you will receive an email from us explaining which documents to provide. Do not submit any documents unless we request that you do so. If your application is selected for verification, aid funds cannot be disbursed to you until you have submitted all requested documents and the accuracy of your information has been reviewed and verified. This process can take six weeks or more.

## X. ACADEMIC PROGRESS

Students receiving federal financial aid are required to maintain satisfactory academic progress. A copy of UF's financial aid academic progress policy is available on SFA's website at <http://www.sfa.ufl.edu/additional/academic-progress>. This policy, academic progress petition information, and forms may be printed from ISIS or our website.

## XI. WITHDRAWAL & REFUNDS

The Office of the University Registrar assists students who wish to withdraw from UF and coordinates the process. Complete information, as well as the application, can be found on the Registrar's website at <http://registrar.ufl.edu/currents/withdraw.html>.

If you officially withdraw or stop attending all courses, you may be required to repay all or part of the financial aid disbursed to you in the term you withdraw.

Students receiving federal funds may be required to repay aid determined to be "unearned." The earned/unearned calculation is based on the percentage of days you attended during the term in which you withdrew. The amount of aid you have earned is determined on a pro-rata basis. For example, if you completed 30 percent of the term you withdrew, you earn 30 percent of the federal aid you received. Once you have completed 60 percent of the term, you are considered to have earned all of your aid.

The difference between your earned federal aid and 100 percent equals the percentage of unearned federal funds that are subject to repayment. Federal regulations require Title IV aid to be refunded in the following order:

1. Federal Direct Unsubsidized Stafford Loans
2. Federal Direct Subsidized Stafford Loans
3. Federal Perkins Loans
4. Federal Direct Graduate PLUS Loans
5. Federal Direct PLUS Loans (for parents)
6. Federal Pell Grants
7. Federal Supplemental Educational Opportunity Grants
8. Federal TEACH Grants
9. Iraq & Afghanistan Service Grants

For any loan funds that you must return, you (or for a Parent PLUS Loan, your parent) may repay in accordance with the terms of your promissory note. That is, you make scheduled payments to the holder of the loan over a period of time. If the funds you must repay are grants, federal regulations allow one half of the grant repayment to be forgiven. Any amount you do have to return is a grant overpayment, and you must make arrangements with UF or the U.S. Department of Education to return the funds.

**Please Note:**

- (1) You may also be required to repay other federal, state, institutional, or private student financial aid programs based on the terms and conditions associated with those programs.
- (2) UF is required to return to the applicable federal program account the unearned percentage of institutional charges (tuition, fees, on-campus housing). You may be billed by UF for any funds returned on your behalf.
- (3) UF's tuition refund policy is separate from the federal requirement to return unearned aid. Whether or not you receive a tuition/fee refund has no bearing on the amount you must repay under this formula.

### Refunds

If, due to withdrawal, cancellation, or termination of attendance, you are entitled to a refund of tuition/fees (determined by UB) or campus housing charges (determined by Housing & Residence Education) and you received aid for the same payment period, part of your refund will be returned to the appropriate federal Title IV or institutional account. After accounts from which you received aid are reimbursed, any amount remaining will be returned to you.