

DUQUESNE UNIVERSITY – FINANCIAL AID TERMS AND CONDITIONS 2011-2012

I. General Provisions

1. **DURATION OF AWARDS:** All aid including University scholarships/grants is awarded for fall and/or spring terms only, unless otherwise stated.
2. **CREDIT TO ACCOUNTS:** After receipt of the Award Letter Reply Form, if required, all finalized awards with the exception of student employment and loans are credited to the student's account and deducted from total charges, provided the student is registered for the minimum number of credits required by the award. Federal Direct Stafford and Direct PLUS loans are reflected as cash payments upon receipt of funds through Electronic Fund Transfer (EFT) or negotiation of checks, where appropriate. Loans listed below (see Program Information) are credited upon receipt of a properly completed promissory note. No ESTIMATED awards are credited to accounts. No aid will be credited to a student's account until the Award Letter, if required, is completed, signed and returned to the Financial Aid Office.
3. **ADDITIONAL AID:** The receipt of any scholarship/grant not listed on the Award Letter may result in an adjustment to your aid package. Aid awards received after this notice must be reported to the Financial Aid Office. When reporting an award to the Financial Aid Office, indicate the name and amount of the award and whether the award is renewable in future years. Notice should come directly from the aid source. NOTE: Awards are credited to the student's University account equally between the fall and spring semesters, unless otherwise noted in writing by the organization.
4. **ADJUSTMENTS:** The University reserves the right to adjust awards in accordance with University, Federal and State policies. Awards may be adjusted according to current program funding levels.
5. **REFUNDS:** Credit refunds created by financial aid awards will not be made until actual funds are RECEIVED AND PROCESSED FOR ALL SOURCES OF AID. All refunds are processed by the Student Accounts Office. Should the student later become ineligible for any part of the financial aid package, he/she will be responsible for returning funds to Duquesne University.
6. **ENROLLMENT CHANGES:** Certain changes to enrollment status may impact financial aid awards. **It is the student's responsibility to notify the Financial Aid Office when making any changes to their enrollment status (i.e. full-time to part-time, or less than half-time, etc.).**
7. **WITHDRAWAL:** Recipients of financial aid who plan to withdraw from the University should arrange an appointment with the Financial Aid Office prior to withdrawal. A student's financial aid award may be adjusted or cancelled based upon the student's withdrawal from the University.
8. All financial aid awards are considered final; however, should a family's financial circumstances change dramatically during the 2011/2012 academic year, the Financial Aid Office should be contacted in writing, outlining and documenting the special circumstances for possible adjustment.

II. Program Information

1. **FEDERAL PELL GRANT:** The Pell Grant is a need-based grant offered to eligible undergraduate students enrolled in a degree-seeking program. Eligibility is based on a formula established each year by the Federal Government as well as the student's enrollment status.
2. **STATE GRANT:** A State Grant indicated on the award letter is based on notification received from the state agency. An **estimated** award is based on projected eligibility and is NOT an official award. It is assumed that the student will apply for the award prior to deadline dates and will meet all requirements of the award including submitting any requested documentation required by the state agency. Student must maintain academic progress to continue eligibility. State Grant awards can be withdrawn if students fail to meet academic progress requirements as outlined by the State Grant agency. **Students enrolled in over 50% of on-line classes per semester are ineligible for State Grant assistance.**
3. **UNIVERSITY SCHOLARSHIPS/GRANTS:** Academic scholarship awards to incoming full-time undergraduate students are made to qualified students by the Admissions Office. Additional academic scholarships to currently enrolled undergraduates are not available. University scholarships and grants are awarded for a maximum of 8 semesters, (Pharmacy students 10 semesters). Some additional awards from endowed scholarship funds may be available to students based upon a combination of factors including financial need, academic qualification, and funding levels. These awards may be available to students who complete a minimum of 30 credits and requires full-time enrollment. Restrictions apply.
4. **FEDERAL SUPPLEMENTAL EDUCATION OPPORTUNITY GRANT (FSEOG):** Offered to enrolled full-time students with exceptional need and is based on available funding levels. Preference is given to Federal Pell Grant recipients in accordance with the guidelines established by the Federal government and the Financial Aid Office.
5. Financial Aid Office administered scholarships, grant funds, and Catholic high school discounts are restricted to first degree full-time undergraduate students.
6. **INSTITUTIONAL LOANS:** Institutional loans including Perkins, Nursing and Health Professions are awarded based on demonstrated need and available funding. Federal Loans include: Perkins – available to undergraduate students; Nursing – available to dependent full-time undergraduate Nursing students; and Health Profession – available to dependent full-time undergraduate Pharmacy students. Repayment begins after enrollment ceases at a 5% interest rate and generally extends over a 10-year period. University Loans are: Alcoa, Gulf, Heinz, Powers, and Kerschgens. Interest and repayment terms vary – see promissory note.

If Federal Perkins Loan, Nursing Loan, Health Profession Loan eligibility is listed on the Award Letter, a Promissory Note must be completed if the student wishes to borrow from these loan programs. The loan will be processed for the amount listed on the Award Letter unless the student returns the Award Letter declining or adjusting the loan amount. Loans are subject to cancellation if a promissory note is not submitted by the deadline date.

NEW BORROWERS: Entrance Loan Counseling is required for all new borrowers and can be completed at: www.duq.edu/financial-aid/programs/loans.cfm.

Loan funds will not be disbursed to the student account without a completed promissory note and completed entrance counseling. All Institutional Loans, with the exception of Federal Perkins Loan, must complete a series of four (4) on-line Disclosure statements. The link to the Disclosure statement will be sent to your Duquesne e-mail address.

7. **FEDERAL DIRECT SUBSIDIZED AND UNSUBSIDIZED STAFFORD LOANS:** The terms of the Subsidized Federal Direct Stafford Loan program require that student borrowers repay with interest this source of financial assistance. This program is referred to as subsidized because the interest subsidy is paid by the federal government to the lender while the student is enrolled in school at least half-time as well as during the 6-month grace period.

The terms of the Federal Direct Unsubsidized Stafford Loan program require that student borrowers repay with interest this source of financial assistance. This program is referred to as unsubsidized because the federal government does not pay the in-school interest to the lender while the student is enrolled in school. Interest on the loan begins to accrue after the loan has been disbursed; however the student may choose to have the payment of interest deferred during enrollment and later capitalized (added to principal) at the time repayment begins.

NEW BORROWERS: Federal Direct Stafford Loan Master Promissory Note (MPN) must be completed if you wish to borrow from the Federal Direct Stafford Loan program. The Federal Direct Stafford Loan MPN can be completed at: www.studentloans.gov.

ALL BORROWERS: If Federal Direct subsidized and/or unsubsidized Stafford Loan eligibility is listed on the Award Letter, the loans will be processed for the amount listed on the Award Letter unless the student returns the Award Letter reducing the loan amount(s).

ENTRANCE LOAN COUNSELING: Must be completed at: www.studentloans.gov

8. **FEDERAL DIRECT PARENT PLUS LOANS:** Federal Direct PLUS loans are available to creditworthy parents of dependent, undergraduate students enrolled at least half-time.
9. **FEDERAL DIRECT GRADUATE PLUS LOAN:** Graduate students must utilize their maximum Federal Direct Stafford Loan eligibility before borrowing from the Federal Direct Graduate PLUS Loan program. The Federal Direct Graduate PLUS loan has a fixed interest rate set by federal regulations. Graduate students must be creditworthy as determined by the Department of Education. Repayment begins after the student is no longer enrolled at least half-time.
10. **FEDERAL WORK-STUDY:** Federal Work-Study is a need-based program for eligible full-time students. Award amount shown is an estimate of potential earnings and is contingent upon available jobs and actual hours worked. The offer of Federal Work-Study eligibility is not a guarantee of employment or earnings. Earnings are paid directly to the student (not to the student's University account) and cannot be deducted from billings. The Office of Human Resource Management is responsible for actual placement in available positions.
11. **CATHOLIC HIGH SCHOOL GRADUATE DISCOUNTS:** Students who entered Duquesne prior to Fall 2007 are eligible for this discount only if receiving no other University funded academic scholarship or need-based Duquesne grant assistance. Graduates of Vincentian Academy/Duquesne University are given a discount equal to 25% of Basic Tuition Rate. Graduates of a Roman Catholic High School in the Diocese of Pittsburgh, Greensburg, or Altoona-Johnstown are given a discount equal to 10% of Basic Tuition Rate. All of the above students must enroll full-time in the fall term immediately following high school graduation. Only one discount is available. For students who entered Duquesne in the Fall 2007, this discount is in addition to other University funded academic scholarship.
12. **VETERANS BENEFITS FOR CHAPTER 33/POST-9/11:** Students that receive less than 100% from the Chapter 33/Post 911 cannot receive non-federal aid (i.e. Academic Scholarship, Duquesne Grant, Tuition Remission, etc.) to exceed the billable tuition and fee charges of the school of enrollment in combination with Chapter 33/Post-9/11 funding.

III. Renewal Procedure

1. An annual application for financial aid is required. IT IS YOUR RESPONSIBILITY to secure and submit application forms prior to the published deadline dates. Please visit www.duq.edu/financial-aid for downloadable forms and other information regarding Financial Aid.
2. **ACADEMIC AWARDS:** Students must submit a Duquesne University Aid Application for renewal of academic awards. The Free Application for Federal Student Aid (FAFSA) is not required for academic award renewal. Students must maintain a 2.0 QPA and be enrolled as a full-time student for the following scholarships: Chancellor's, Founder's, Presidential, Provost, Laval, Duquesne Academic and ROTC Scholars Award.

Students who do not meet the minimum cumulative QPA requirement are not eligible to receive the academic awards listed above. A student who raises his/her cumulative QPA to the minimum requirement will be reviewed to receive the academic award in future semesters. A student who raises their cumulative QPA between the fall and spring semesters of an academic year will be reviewed to receive the academic award for the spring semester only of that academic year. However, it is the student's responsibility to notify the Financial Aid Office that his/her QPA has been raised to the minimum requirement.

3. **NEED-BASED AWARDS:** Students must submit a Duquesne University Aid Application and the Free Application for Federal Student Aid (FAFSA) for need-based aid opportunities. If selected for verification, students must also submit additional information as required such as U.S. Federal Income Tax Returns, W-2's, and a completed Verification Worksheet. In addition to demonstrated need, to receive the Duquesne Grant, a cumulative 2.0 QPA requirement must be met.
4. **CATHOLIC HIGH SCHOOL GRADUATE DISCOUNT:** Must continue to be enrolled full-time for both regular terms of each academic year following initial enrollment. Dropping below full-time status renders student ineligible for that term as well as all future periods of enrollment. Requires completion of a Duquesne University Aid Application. The FAFSA is not required, but it is recommended for consideration of all financial aid opportunities.
5. **SATISFACTORY ACADEMIC PROGRESS (SAP):** All students must demonstrate progress towards the completion of their degree to remain eligible for financial aid. Please refer to the Financial Aid website for a complete description.

IV. Cost of Attendance 2011-2012 ACADEMIC YEAR

	<u>Resident</u>	<u>Commuter</u>	<u>Other full-time Undergraduate tuition rates</u>		<u>Graduate per credit rates (tuition & fees)</u>	
Basic Undergraduate Tuition	\$26,413	\$26,413	Pre-Pharmacy	\$30,786	Liberal Arts, Education	\$1,010/ cr.
University Fee	2,258	2,258	Health Sciences	\$30,786	Pharm. Science	\$1,216 / cr.
Room & Board/Home Maintenance	9,806	1,500	Music	\$32,726	Music	\$1,201 / cr.
Books	1,000	1000	Pharm D.	\$38,001	Nursing	\$1,034/ cr.
Personal Expenses	750	750	SLPA	\$14,496	Health Sciences	\$1,065 / cr.
Transportation	800	800	SLPA – Military	\$250/ cr.	Nat. and Env. Science	\$1,034 / cr.
TOTAL	\$41,027	\$32,721			SLPA	\$778 / cr.
			<u>Full-time Grad tuition rates</u>		SLPA – Military	\$350/ cr.
			Law School (Day)	\$33,064		
			Law School (Evening)	\$25,410	Non-traditional Pharm D.	\$1216/ cr
			Pharm D.	\$38,001		
			MBA Sustainability	\$27,636		