2013-2014
Terms and Conditions
for Financial Aid Recipients
Effective Fall 2013, Spring 2014, Summer 2014

New Information Effective October 18, 2013
Regarding the Disbursement of Federal Student Loan Funds

All federal student loans must be paid in two disbursements
- Effective October 18, 2013, all federal student loans must be paid in two disbursements. There are no exceptions to this requirement.
- The loan amount will be divided equally between the disbursements, with one-half of the loan amount paid in the first disbursement and one-half of the loan amount paid in the second disbursement.
- If the loan period is for more than one term (for example, a loan for the fall and spring semesters), then loan funds will be disbursed at the beginning of each semester.
- If the loan period is for a single term (for example, for the fall term only), then loan funds will be disbursed at the beginning of the term or session and at the calendar mid-point of the term or session.
- Please note that all UALR charges must be paid in full before any refund check can be released. This means you may not receive a refund check or direct deposit until after the second disbursement of your loan is received.

30-Day delayed disbursement of loan funds to first-year first-time student borrowers
- Freshman students who have not received federal student loans at any other school are required by federal law to wait 30 days after the first day of their first semester before student loan funds are released.
- This requirement applies to first-year or freshmen students, who are defined as students with less than 30 credit hours earned at or accepted by UALR.
- The requirement applies only to the student’s first semester at UALR.
- Please note that all UALR charges must be paid in full before any refund check can be released. This means you may not receive a refund check or direct deposit until after the second disbursement of your loan is received.
- If the student drops below half-time enrollment (drops below 6 hours) prior to end of the 30-day waiting period, the student will not be eligible to receive any student loan funds, and will be responsible for any balance due UALR.

Important Information about Your Financial Aid Eligibility

State and Federal Title IV Student Aid Programs

Regulations require that recipients of federal and state student aid programs must meet requirements for admission, enrollment, and satisfactory academic progress (SAP).

Examples of state and federal Title IV programs include: Arkansas Academic Challenge Scholarship, Arkansas Workforce Grant, Go Grant, Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG),

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Federal Work Study (FWS), Federal Subsidized Stafford Loan, Federal Unsubsidized Stafford Loan, Federal Parent Loan for Undergraduate Students (PLUS), and Federal Graduate PLUS Loan (Grad PLUS).

Be sure to review the Award Messages section in BOSS for specific information about the terms and conditions of your awards. In addition, The Guide to Federal Student Aid, studentaid.ed.gov/PORTALSWebApp/students/english/aideligibility.jsp?tab=funding, outlines the eligibility requirements for specific Title IV federal aid programs. Before accepting any financial aid award, make sure you understand your rights and responsibilities. To learn more about financial aid options, visit ualr.edu/financialaid/

**Admission**

Only students who are fully admitted, degree-seeking students in an eligible program, and who have submitted all admission requirements, are eligible to receive funds from Title IV federal student aid, the state of Arkansas, and institutional sources. Students who are admitted with a provisional, temporary, special, non-degree-seeking, or transient admission status are not eligible for Title IV federal financial aid, as well as some programs administered by the state of Arkansas. Note that most UALR certificate programs are not eligible for federal aid.

**Financial Need Calculation**

A student applying for federal financial aid, as well as some sources of assistance from the state of Arkansas, such as the Arkansas Academic Challenge (Lottery) Scholarship, must complete the Free Application for Federal Student Aid (FAFSA). The FAFSA is available online at fafsa.gov (UALR’s school code is 001101). FAFSA results are used to determine financial need.

**Cost of Attendance**

A student’s Cost of Attendance is an estimate of the student’s educational expenses for the period of enrollment, and includes the following components: Tuition and fees, books and supplies, room and board, transportation and miscellaneous expenses. The UALR Cost of Attendance is based on average expenses for students with similar academic workload and living arrangements, rather than actual expenses. Remember that your Cost of Attendance is the maximum amount of total financial assistance you may receive from all sources for the enrollment period outlined in your Award Information.

**Expected Family Contribution**

The Expected Family Contribution (EFC) is the result of the information you report on the FAFSA, and is calculated according to a formula established by federal law. Your family’s income (taxable and untaxed) and assets are considered in determining your EFC. Your family size and the number of family members who are attending a college at least half-time also are considered.

**Financial Need**

The difference in a student’s Cost of Attendance and Expected Family Contribution:

\[
\text{COST OF ATTENDANCE} - \text{EXPECTED FAMILY CONTRIBUTION} = \text{FINANCIAL NEED}
\]

**Overawards**

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For students applying for need-based funds, the total amount of all sources of aid (grants, works study, need-based loans, scholarships, stipends, assistantships, employee discounts, Vocational Rehabilitation, JTPA, etc.) cannot exceed financial need, or an overaward occurs. Need-based financial aid programs include federal grants, federal work study, and the subsidized Stafford student loan program.

Even if a student has no need-based awards, the total aid received from all sources cannot exceed the student’s Cost of Attendance, or an overaward occurs.

An overaward requires federal aid, state and/or institutional aid to be reduced. **You must notify UALR Financial Aid of any assistance you expect to receive that is not listed in your Award Information.**

**Enrollment and Financial Aid Awards**

If a student is enrolled at the time financial aid funds are awarded, then award amounts are based on the actual number of hours enrolled.

If a student is not enrolled at the time financial aid funds are awarded, then awards are made with the assumption that the student will enroll full-time at UALR. Once a student has completed the enrollment process, financial aid awards will be adjusted based on actual enrolled hours.

Part-time students are eligible for some types of aid. The dollar amount awarded and paid to the student will depend upon the number of hours enrolled. Most Title IV federal financial aid programs require a minimum of half-time enrollment. Some programs require full-time enrollment.

**Enrollment and Financial Aid Disbursement**

Financial aid funds are credited to the student’s UALR student account at the beginning of each semester.

- Final eligibility for federal financial aid awards is based on the number of hours enrolled as of the term census date. The census date varies according to the type of aid the student is receiving and the part(s) of term in which the student is enrolled.
  - For students enrolled only in the 15-week semester for the regular fall and spring terms, a student’s enrollment for federal financial aid purposed is based on the student’s enrollment as of the end of the 5th class day.
  - Students enrolled in a 5-week or 8-week part of term for either the fall or spring semester will be subject to adjustment of financial aid funds throughout the term.
- Final eligibility for ADHE financial aid awards is based on the number of hours enrolled as of the end of the 11th class day for the fall or spring term. ADHE funds include, but are not limited to, the Arkansas Academic Challenge (Lottery) Scholarship, the Arkansas GO! Opportunity Grant, Governor’s Scholarship Programs and National Guard Tuition Incentive Programs. Note that the 11th class day enrollment requirement, based on the 11th day of the 15-week semester, applies regardless of the part or parts of term in which a student is enrolled.
- Financial Aid eligibility in the summer term varies throughout the semester. The final date of adjustment is based on the part(s) of term in which the student is enrolled.

Enrollment hours for financial aid purposes:
• Hours taken for Audit, College Level Examinations Programs (CLEP), Department Credit, Proficiency Examination Program, or Advanced Placement are **not** counted when determining enrollment for financial aid purposes.

• Repeat Coursework: *Federal financial aid will pay for a previously passed course to be repeated only one time*. [ualr.edu/admissions/vault/SAP_repeat.pdf](http://ualr.edu/admissions/vault/SAP_repeat.pdf)

• **You must be fully admitted and enrolled at least half-time to receive federal loan funds.** More information about half-time enrollment requirements is available from the Office of Records and Registration: [ualr.edu/registration/index.php/home/am-i-full-time-half-time-or-part-time/](http://ualr.edu/registration/index.php/home/am-i-full-time-half-time-or-part-time/). *Dropping below half-time status after receiving loan funds may cancel eligibility for future loan disbursements.*

• Students who are enrolled in coursework at a different level (for example, graduate students enrolled in undergraduate coursework), must document that the coursework is a requirement for the degree program. If the classes are not a requirement for the student’s program, the classes will not be counted for financial aid eligibility

**Drops and Withdrawals**

Consult the Office of Admissions and Financial Aid **before** you drop or withdraw from classes. Different types of financial aid programs have different requirements. You should understand how a change in enrollment could impact each of your financial aid awards before you make your decision.

The Satisfactory Academic Progress policy requires that you make good academic progress to receive financial aid. Dropping classes or withdrawing from the semester may prohibit you from receiving financial aid in future semesters, may result in a repayment owed to UALR and/or may exhaust your financial aid eligibility before you are able to graduate and earn your degree. For more information, review the policy at [http://ualr.edu/admissions/vault/1314_SAP_Policy.pdf](http://ualr.edu/admissions/vault/1314_SAP_Policy.pdf)


If you are a student loan recipient, you are also required to complete loan exit counseling when you leave campus, withdraw, or drop to less than half-time enrollment.

**Satisfactory Academic Progress**

The University of Arkansas at Little Rock (UALR) is committed to ensuring students’ academic success. The Higher Education Act of 1965 as amended requires UALR to establish a policy that will enforce academic progress standards to ensure students receiving federal financial aid are making timely progress to complete their intended program of study.

Academic records will be reviewed after each period of enrollment (fall, spring, and summer) to confirm that students are making satisfactory academic progress. All student records will be reviewed. Federal financial aid recipients will be notified by letter if any of the following three academic progress standards of GPA, progress completion, and time frame are not met.

**Students should familiarize themselves with the Satisfactory Academic Progress policy requirements:** [ualr.edu/admissions/vault/1314_SAP_Policy.pdf](http://ualr.edu/admissions/vault/1314_SAP_Policy.pdf).
Student Success

We want you to be successful. If you encounter difficulties, it’s important that you let us know. Many support services across campus such as academic advising, personal counseling, health services, and tutoring work together to assist you in being academically successful and able to complete your chosen degree program. You can get more information about UALR services from the Student Guide, ualr.edu/orientation/assets/SG.pdf.

Remember, if you need help, please ask. We want you to stay in school and graduate!

Your Privacy

UALR policies and procedures are in full compliance with regulations implementing the Family Educational Rights and Privacy Act of 1974 (FERPA). Policies and procedures regarding student records are published in the UALR Student Handbook, ualr.edu/deanofstudents/assets/archive/HANDBOOK.pdf. To learn more about how the Family Educational Rights and Privacy Act (FERPA) protects the privacy of your educational records, go to ed.gov/policy/gen/guid/fpco/ferpa/ps-officials.html. We cannot discuss your financial aid record with anyone other than you without your written permission.

Campus Safety Summary

Campus security and safety are of paramount importance in UALR’s ability to accomplish its mission to extend higher education opportunities.


Contact Us

The Office of Admissions and Financial Aid is located in the Student Services Center, room 219, on the UALR main campus. You may contact us by email at financialaid@ualr.edu or by telephone at 501.569.3035. Your financial aid advisor is here to assist you. Let us know if you have any questions about your financial aid.