



University of Pittsburgh

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GRADUATE AND PROFESSIONAL STUDENTS ONLY

Student Aid Notes for the 2009–10 School Year

The financial aid that you are eligible to receive is detailed in the enclosed award letter. **Student Aid Notes** contains important information about your financial aid awards from the University of Pittsburgh. Please read through this information carefully and keep it with your other important school papers as a reference should questions arise. More detailed information about financial aid at the University of Pittsburgh is available at our website: www.oafa.pitt.edu/fahome.aspx.

If you completed a *Free Application for Federal Student Aid (FAFSA)*, some awards included in your award letter were made based on the FAFSA results, the estimated cost of attendance at the University of Pittsburgh and your demonstrated financial need. You should have received the results of your FAFSA filing in a *Student Aid Report (SAR)*. If you have not already done so, you should review your SAR for accuracy. If any of the information on the SAR is inaccurate, you should correct it following the instructions on the SAR and return it to the federal processor to have your information updated.

In most cases, the awards are divided between two terms of the academic year, **Fall Term** (late August through late December) and **Spring Term** (January through late April). These financial aid award periods are identical to the terms during which we expect you will enroll and be billed for by the University of Pittsburgh. If you plan to enroll for the **Summer Term** (May through late August), none of the financial aid shown in this letter will be applied to that term.

Stafford Student Loan

If your award letter includes a Stafford Student Loan, you are eligible to borrow under the Stafford Loan program. Your eligibility may include both subsidized and unsubsidized loan amounts. We will pre-certify a Stafford loan for you with American Education Services(AES). Additional information about your Stafford Loan will be sent to you automatically by AES once your loan is guaranteed. If you prefer to use a guarantee agency other than AES, please notify our office in writing. If you are a first-time borrower at Pitt, you will need to complete an **Entrance Interview**. Depending on whether and when you borrowed through the Stafford Loan program for your previous education, you may need to sign a **Master Promissory Note (MPN)**. No loan fund can be disbursed to you until these requirements are met. The requirements can be completed on-line. Go to www.aessuccess.org. You can click on “Entrance and Exit Counseling” for the Entrance Interview site and “Stafford Loan, Apply Now” to access the MPN for your signature. These loans must be repaid after you graduate or otherwise terminate your enrollment at the University of Pittsburgh.

Other Financial Aid Awards

Financial aid offered to you by other organizations and other University departments may not appear on your financial aid award letter. You must contact the organization or department directly to find out how these funds will be paid to you.

If you are the recipient of such an award, you are required to report source and dollar amount of the award to our Office. Please use the enclosed Aid Acceptance Form to do so. Outside sources might include, but are not limited to, ROTC scholarships, Office of Vocational Rehabilitation grants, resident assistantships, tuition remission, teaching assistantships and fellowships, private or corporate gifts or scholarships, etc.

Should the total of the financial aid you receive exceed your federally determined student eligibility, our office will review your financial aid and make required adjustments. Our Office may be required to reduce or cancel some of your financial aid package. The adjustment will be made at the time our Office is aware of other financial aid. Our Office may be required to make a repayment of student aid funds to a state, federal or private loan source. The repayment will be charged to your student account.

If your award letter includes any award listed as “estimated”, this is only a projection of what you might be eligible to receive. Final determination of your eligibility will be made by the agency administering the fund. You will not receive a credit on your University bill for any award listed as “estimated”. Our “estimate” does not guarantee that you will receive these funds. If you have questions about an “estimated” amount, you should contact the outside scholarship agency or office to confirm your eligibility for that award and their method of payment.

GENERAL FINANCIAL AID PROVISIONS

Verification and Changes of Financial and Other Data

Any need-based loan awards are made based on financial and other family information submitted by you and your family. These data were used to calculate an **Expected Family Contribution** on your FAFSA. In applying for and receiving need-based aid, you agree to provide any additional financial and other pertinent information to document your eligibility to this Office, if requested by an authorized University official. The University reserves the right to request and review this additional information and, if necessary, to reduce or cancel awards made based on updated family information. You and your family are responsible for the accuracy of all data submitted on your Free Application for Federal Student Aid (FAFSA), your University of Pittsburgh Financial Aid Application Supplement (FAAS), copies of federal tax returns and other associated documents.

Your financial aid application was evaluated using other general information provided by you concerning your enrollment plans (full- or part-time study), housing status, planned school of enrollment, and state residency. Should any of this original information change, your financial aid package will be reviewed and may be adjusted by our Office, in compliance with state and federal regulations. A change to less than full-time enrollment may cause awards to be canceled, as some programs of financial aid are only available to full-time students. Changes in enrollment may also reduce your total aid eligibility. If your financial aid awards assumed non-resident tuition assessment and you are assessed tuition as a resident, your financial aid will be reviewed and adjusted. If changes are necessary, our office will make the necessary adjustments to your financial aid at the time we are aware of the related changes.

Title IV Refund Policy for Resignation

If you resign from the University during the term for a satisfactory reason, you may be entitled to a partial reduction of University charges. You must notify the Registrar’s Office of your intent to resign. A reduction in total University charges may result in a refund of funds to specific aid programs according to a predetermined priority.

Reapplying for Financial Aid

To continue to receive Stafford and other loans, you must re-apply each spring by the priority deadline. The Financial Aid Office will advise continuing graduate students via e-mail about the renewal application process and forms in late December.

PAYING YOUR UNIVERSITY BILL

You will be billed for actual direct costs for each term for which you register. Fall Term is generally September to December, Spring Term is January to April and Summer Term is May to August. University bills have specific due dates; generally fall bills are due to be paid in August, and spring bills are due in December.

You must act on your bill by your due date. You are responsible for paying the remaining balance due (or making arrangements to pay the balance due) by the due date on your bill. Failure to do so will result in additional fees and/or denial of other University student services.

First time borrowers must complete an **Entrance Interview** and a **Master Promissory Note (MPN)** requirements before funds will be disbursed under the Stafford and/or Grad PLUS programs. Once these requirements are met, student loan funds are sent directly to the Student Payment Center in Thackeray Hall. In most cases, funds are received through the Electronic Funds Transfer (EFT) process and will be credited automatically to your account. If your lender assesses insurance and origination fees, those fees will be deducted from your loan funds before they are disbursed to the Student Payment Center. Any remaining balance due on your student bill after financial aid is deducted is your responsibility. Detailed information about how to pay your student bill is available from the Student Financial Services web site: www.bc.pitt.edu/students.