**Fall Semester 2016**

<table>
<thead>
<tr>
<th>AUG.</th>
<th>22</th>
<th>Classes scheduled after 4 p.m. begin</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>23</td>
<td>All classes begin</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>Last day for a 100% refund for 8 week term 1 class</td>
</tr>
<tr>
<td></td>
<td>31</td>
<td>Last day for a 100% refund for 16 week classes</td>
</tr>
<tr>
<td></td>
<td>31</td>
<td>Last day to add a 16 week class/Financial Aid Census Date</td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>Excess Financial Aid Distribution begins</td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>Fall semester fees are due</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>Last day to withdraw</td>
</tr>
<tr>
<td></td>
<td>12 – 16</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>

**Spring Semester 2017**

<table>
<thead>
<tr>
<th>JAN.</th>
<th>9</th>
<th>Classes scheduled after 4 p.m. begin</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10</td>
<td>All classes begin</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>Last day for a 100% refund for 8 week term 1 class</td>
</tr>
<tr>
<td></td>
<td>19</td>
<td>Last day for a 100% refund for 16 week classes</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>Last day to add a 16 week class/Financial Aid Census Date</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>Spring semester fees are due</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>Last day to withdraw</td>
</tr>
<tr>
<td></td>
<td>8 – 12</td>
<td>Final Exams</td>
</tr>
</tbody>
</table>

---

**REMEMBER**  

to check your MSU email account often. It was created for you to receive official campus information. You can expect to receive information about financial aid, registration, academic advising, campus events, and more. If you have questions on accessing your email call IT at 701-858-4444 or 800-777-0750, ext. 4444.

Your Campus Connection will allow you to register for classes, view financial aid information and billing statement, view class schedule, add or drop classes, print transcripts, and view grades.

---

**MINOT STATE UNIVERSITY** is pleased to provide this notice of your financial aid award! We look forward to assisting you through the financial aid process. In order to ensure the fastest processing of your financial aid we encourage you to use this checklist:

1. **Loan Eligibility**  
   Determine whether you will be accepting or declining the financial aid offered. We offer the maximum amount of loan eligibility based on your grade level and dependency status. We encourage you to consider the following when deciding to accept or decline loan eligibility:
   - **Loans must be repaid.** Visit www.studentloans.gov to consider how much your loan payments will be when you complete your program of study or cease to be enrolled at least half-time.
   - The aggregate undergraduate Federal Direct Loan borrowing limit for dependent students is $31,000, with up to $23,000 of that amount being subsidized. The aggregate Federal Direct Loan borrowing limit for independent students is $57,500 with up to $23,000 being subsidized. It is possible to reach these limits prior to completing your program, so we urge you to borrow conservatively.
   - Federal Direct Unsubsidized Loans will accrue interest from the date of disbursement. Paying the interest on these loans while you are enrolled will help you keep your total interest costs down.
   - For more information about loan limits, visit studentaid.gov/types/loans/subsidized-unsubsidized-flow-through.

2. **FAFSA Verification**  
   If you have requested verification materials (such as federal tax transcripts and W-2s) from us, please provide them as soon as possible.

3. **Enrollment Status**  
   Notify us if you will be enrolling for less than 12 credits per semester. All awards have been calculated for full-time full year enrollment.

4. **Financial Aid Census Date**  
   You must be registered for all of your courses for the semester (including term-two eight-week courses) by 5 p.m. August 31 for full semester and by 5 p.m. January 19 for spring semester. NO adjustments will be made to your Pell Grant if you add credits after this date.

5. **Grants and Scholarships**  
   Notify us if you are receiving any grants or scholarships not already listed on the award letter. If these scholarships affect your aid award, we will send you a revised financial aid email notification.

6. **Entrance Counseling**  
   If you are borrowing your first Federal Direct Loan, you need to complete entrance counseling before your loan can be disbursed. Complete loan entrance counseling at www.studentloans.gov.

7. **Master Promissory Note**  
   If you are borrowing your first Federal Direct Loan, you need to complete a Master Promissory Note (MPN) before your loan can be disbursed. Complete your MPN at www.studentloans.gov.

8. **Perkins and Nursing Loans**  
   If you are borrowing your first Federal Perkins Loan you must complete a Master Promissory Note (MPN) online through CampusConnection.

Borrowers of Federal Perkins Loans are required to complete loan entrance counseling each year. This requirement can be completed at www.mypayment.gov.

If you are borrowing your first Federal Nursing Loan you will be required to complete a Master Promissory Note (MPN) and entrance counseling each year through the Nursing Loan servicer ECSI. When you have accepted your Nursing Loan ECSI will send you an email with instructions on how to complete these items.

9. **Admission**  
   If you are a first-time student at MSU, be sure that you have been fully admitted to school. To be fully admitted, students must provide all required admission documents to the Admissions Office. These documents may include official high school and college transcripts and ACT scores. Students may not receive financial aid funds until they have been FULLY admitted to MSU. Students must be fully admitted by the 30th day of the semester or their financial aid will be cancelled.

10. **Financial Aid Disbursement**  
    Approximately two weeks after each semester begins, your financial aid funds will be applied to your institutional charges (including tuition, fees, books, room and board). If you owe more than you are receiving in financial aid, you will be responsible to pay the balance due by the fee payment deadline. If your financial aid total is greater than the balance you owe MSU, the excess aid may be direct deposited in your bank account. Direct deposit instructions are available online at www.minotstateu.edu/2016-2017-FA-disbursement. Students can view costs for fall and spring courses online at www.minotstateu.edu/2016-2017-FA-disbursement.
Understanding Your Award Notice

FINANCIAL AID OFFER

This section of the Financial Aid Award Notice explains the types of aid you have been awarded.

• Federal Pell Grant, Federal SEOG Grant, and North Dakota State Grant are grants that you do not repay.
• Federal Direct, Perkins and Nursing Loans are loans that must be repaid. You must be enrolled at least half-time (6 credits) to be eligible for these loans.
• Federal Perkins and Nursing Loans are awarded based on financial need. The federal government pays the interest that accrues on these loans at a rate of 5% while you are enrolled at least half-time and during breaks in enrollment less than nine months in length. Repayment on the Federal Perkins and Nursing Loans begins nine months after you drop below half-time status.
• Federal Direct Subsidized Loans are awarded based on financial need. The federal government pays the interest that accrues on subsidized loans while you are enrolled in school at least half-time, but interest will accrue during periods of non-enrollment.
• Federal Direct Unsubsidized Loans are awarded to all eligible students regardless of need. You are responsible for the interest that accrues on unsubsidized loans from the time the loan is disbursed. MSU Financial Aid Office encourages students to make payments on accruing interest while they are in school to keep total debt as low as possible.
• Repayment on the Federal Subsidized and Unsubsidized Direct Loans principal balance and unpaid interest begins six months after you drop below half-time status.
• Federal Work-Study is an opportunity for you to earn money to help pay personal expenses by working part-time at an on-campus position.
• If you wish to decline a portion of this aid, cancel the entire amount please do so on Campus Connection.

MASTER PROMISSORY NOTE

The Master Promissory Note (MPN) is your legal promise to repay your loan and it is required for Federal Direct Loans. The MPN enables students to sign one promissory note to cover student loans throughout their college career. All students applying for a Federal Direct Loan will be required to sign an initial MPN.

If you have accepted a Federal Direct subsidized or unsubsidized Loan:
1.) The financial aid office will electronically transmit the loan data to the Department of Education.
2.) If you are borrowing your first Federal Direct Loan, you need to complete a Master Promissory Note. The website to complete the MPN is www.studentloans.gov. First time borrowers can also complete Loan Entrance Counseling at this website.
3.) A student has the right to cancel a loan for up to 14 days after disbursement. Contact the Financial Aid Office if you decide to cancel a loan.

How to

ACCEPT OR DECLINE your financial aid

Claim your account in Campus Connection

You will need to have access to Campus Connection to accept or decline your financial aid. Go to www.minotstateu.edu/cc and click ‘Claim your Account’ and follow the on-screen instructions. You will obtain your login and password. If you need assistance with this process, please call 1-866-457-6387.

Where on Campus Connection do I accept/decline awards?

If accepting all aid offered, click Accept All.

To go to www.minotstateu.edu/cc.

If accepting only a portion of a loan, check Accept next to that loan, then make changes to the amount. Check decline for any aid that you do not wish to accept. Click Update Totals, Submit, and Confirm.

MASTER PROMISSORY NOTE

The Master Promissory Note (MPN) is your legal promise to repay your loan and it is required for Federal Direct Loans. The MPN enables students to sign one promissory note to cover student loans throughout their college career. All students applying for a Federal Direct Loan will be required to sign an initial MPN.

If you have accepted a Federal Direct subsidized or unsubsidized Loan:
1.) The financial aid office will electronically transmit the loan data to the Department of Education.
2.) If you are borrowing your first Federal Direct Loan, you need to complete a Master Promissory Note. The website to complete the MPN is www.studentloans.gov. First time borrowers can also complete Loan Entrance Counseling at this website.
3.) A student has the right to cancel a loan for up to 14 days after disbursement. Contact the Financial Aid Office if you decide to cancel a loan.

F.A.Q.

What should I do with other forms included with my award letter?
Read, complete, and return all forms that request additional information.

What if the amount of financial aid I was awarded is not enough?
You may be eligible for non-federal alternative education loans or your parents may be eligible for a Federal Direct Parent PLUS Loan. For more information about alternative loans, visit www.minotstateu.edu/finalaid/loans_04.shtml. For information about the Federal Direct Parent PLUS Loan or to apply, visit www.studentloans.gov. You can also consider enrolling in the MSU Tuition Payment Plan to break up any remaining balance owed into three monthly payments. Contact the Business Office at 701-858-3235 to enroll and make the first payment before the fee payment deadline.

Could my award change or will I definitely receive the amount indicated on my award letter?
The university reserves the right to make adjustments to your award if additional information becomes available. This includes, but is not limited to:
• Changes resulting from verification
• Changes in enrollment status
• Other scholarships or grants received
• Tuition assistance
• Vocational Rehabilitation
• Bureau of Indian Affairs grants

Is there anything that could delay the processing of my financial aid once I have returned my award letter?
Yes, delays will occur if:
• Your file is in “verification” status.
• You did not complete the Master Promissory Note required for your loan(s).
• You have not completed entrance loan counseling.
• You have not met all the MSU admission requirements, including providing proof of immunization, ACT scores, official High School transcript and official college transcript(s).
• You are enrolled less than full time and did not notify us of your plans.

What is verification?
Verification is the process of comparing the accuracy of the information you reported on the FAFSA to federal tax return information, W-2’s and other information. If you have been selected for verification, the Financial Aid Office will request documentation from you, which may include a copy of your federal tax transcript and W-2’s.

NOTE: Failure to return the documentation requested will delay the processing of your financial aid.

When will I receive my financial aid?
Financial aid is disbursed during the second or third week of classes. It is recommended that you have enough money to cover your books and first month’s expenses in case your financial aid funds are delayed.

What should I do if I am interested in an on-campus job and I did not receive a federal work-study award on my award letter?
Contact the Financial Aid Office to find out if you qualify for a work-study award.

What should I do if I have unusual circumstances that affect my need for financial aid?
Contact the Financial Aid Office for a review of your financial aid application, if you have experienced a situation such as:
• Loss of employment
• Loss of benefits
• Death of a parent or spouse
• Separation or divorce
• Unusual expenses (childcare, medical, etc.)

Will my academic performance affect my financial aid?
Yes, students are required to maintain minimum financial aid satisfactory progress to remain eligible for federal financial assistance. The minimum standards are:
• By the end of the second academic year, students must have at least a 2.0 cumulative grade point average.
• Students must complete two-thirds of credits attempted. Credits dropped or failed after the seventh day of classes are counted as an attempted credit.

How much will my costs be?
You can view costs for tuition and fees at the MSU Business Office website at www.minotstateu.edu/businessinfo/studeninfo.shtml. Costs for residence halls are listed online at www.minotstateu.edu/life/residence-halls/. Beginning in mid-August for fall semester and mid-December for spring semester, registered students may log onto Campus Connection (www.minotstateu.edu/cc/) to view their actual charges.

What is full-time enrollment for financial aid purposes?
Enrollment Status Semester Hours
Full-time 12-
Three Quarter Time 9-11
Half Time 6-8
Less Than Half Time 5 or less

What should I do if I need to withdraw from the university before the end of the semester?
To withdraw from all your classes you must complete a withdrawal form online at www.minotstateu.edu/finalaid/withdraw.shtml or stop by the Financial Aid Office. The last day to withdraw from any semester is the Friday before finals week. The amount of unearned aid will be calculated and returned to the financial aid program as required by the federal financial aid regulations. Failing to complete the formal withdrawal procedures will cause you to be placed on financial aid disqualification and require a portion of the aid you received. Contact the Financial Aid Office with any questions about the withdrawal from the university.

Disclaimers: Information provided on this form is subject to change without notice.