CONGRATULATIONS!

You’ve been awarded financial aid to assist you in meeting your educational goals at Minot State University. This Financial Aid Guide will make the process easier by providing the steps you need to follow, frequently asked questions, and important dates you should know.

We look forward to assisting you through the financial aid process. If you have any questions, feel free to contact us at 701-858-3375 or financialaid@minotstateu.edu.

COMPLETE STEPS 1 – 6

It’s important that you complete the following steps in order to ensure that your financial aid will be applied to your bill. These steps will also help you determine how much you may owe, if anything, at the start of the semester and what options you have to help cover those costs.

Financial Aid Overview

The Free Application for Federal Student Aid (FAFSA), available at www.fafsa.gov, is the only application MSU requires to determine your eligibility for all federal and state financial aid programs.

The financial aid you’re eligible to receive is determined based on the information you provided on your FAFSA and the cost of attendance at MSU. Your financial aid may consist of loans, grants, scholarships, work study employment or other federal and state programs.

Your financial aid award package is based on your enrollment as a full time undergraduate student. If you plan to take less than 12 credits per semester, please notify the Financial Aid Office to have your aid adjusted appropriately. Some aid, such as grants, will be pro-rated based on the actual number of credits you are enrolled in.

Important: You must be enrolled in at least six credits to be eligible for Federal Direct Loans, Federal Perkins Loans, or Federal Nursing Loans.
**STEP 1 ..........................**  

**ACCEPT/DECLINE YOUR FINANCIAL AID AWARD THROUGH CAMPUS CONNECTION**

Accept or decline all or part of your financial aid award package by following the directions described on pages 3–4.

**CLAIM YOUR NDUS ACCOUNT**

If you haven’t already done so, follow these steps to claim your North Dakota University System (NDUS) account:

1. Go to MinotStateU.edu/cc.
2. Click “Claim Your Account.”
3. Find your student ID number (also known as your EMPLID) on your acceptance letter or by clicking the “What is my EMPLID?” link.
4. Enter your student ID number and date of birth, then click “Continue.”
5. Follow the steps as indicated.

You will be asked a series of security questions that will help protect your information. Your password will expire every 90 days for security reasons. Check your MSU email account for password expiration notifications and directions on how to update it.

If you have questions, contact the NDUS Help Desk at 1-866-457-6387 or go to helpdesk.ndus.edu.

**LOG IN TO CAMPUS CONNECTION**

Campus Connection is the system that you’ll use to accept or decline your financial aid award, register for classes, and view and pay your bill.

After you’ve claimed your NDUS account and you have obtained your username and password, follow the steps below to log in to Campus Connection:

1. Go to MinotStateU.edu/cc.
2. Click the “Campus Connection Login” link.
3. On the login page, enter your User ID (e.g., firstname.lastname) and Password.
4. Click the “Sign In” button.

After you’re logged in to Campus Connection, your Student Center page will be your default screen. Your Campus Connection Student Center includes your academic, financial and personal information.

**REVIEW ACCOUNT “HOLDS” AND “TO DO LISTS”**

In Campus Connection, you’ll be able to see if you have any “Holds” on your account or if Student Financial Aid is waiting for you to complete an item on your “To Do List.” Incomplete items on your “To Do List” and “Holds” can delay financial aid processing and prevent class registration. Click “details” to find out which office is requesting additional information from you.

**Important:** If your FAFSA has been selected for verification, it will show as an item in your Campus Connection “To Do List.” You will not be able to accept your financial aid until that process is completed.

**REVIEW AWARD NOTIFICATION**

Go to the Finances section in Campus Connection and click on “View Financial Aid.”

After you click “View Financial Aid,” select the appropriate aid year to view your Award Summary.

Campus Connection refers to the aid year by the spring semester. If you’ll attend MSU during the Fall 2017, Spring 2018 and/or Summer 2018 Semesters, your financial aid will be referred to as the 2018 Aid Year.

Review the breakdown of your estimated cost of attendance by clicking on “Financial Aid Summary.”
STEP 2

COMPLETE FEDERAL LOAN PROCESSES

FEDERAL DIRECT LOAN(S) – Subsidized/Unsubsidized

If you’re accepting a Federal Direct Loan, you must complete a Master Promissory Note (MPN) and Entrance Loan Counseling (ELC) through the U.S. Department of Education.

To complete the online MPN and ELC sessions:

1. Go to StudentLoans.gov.
2. Log in with your FSA ID.
3. Follow the directions to complete the MPN and ELC sessions.

FEDERAL PERKINS LOAN

If you’re accepting a Federal Perkins Loan, you must complete MPN and ELC processes through MSU.

• Master Promissory Note (MPN)
  1. Log in to Campus Connection at MinotStateU.edu/cc.
  2. Accept the Perkins Loan award in Campus Connection.
  3. Once the Perkins Loan is accepted, the next page will prompt you to “Proceed” to complete the MPN.
  4. Click the link to the MPN and follow the directions.

• Entrance Loan Counseling (ELC)
  1. Go to MappingYourFuture.org/OSLC.
  2. Click on the “Perkins Entrance” link and follow the directions.

Financial Aid Definitions

Grant: Money awarded to undergraduate students based on their financial need. Grants are pro-rated based on the actual number of credits in which a student is enrolled. Grants are gift aid and generally do not need to be paid back.

Direct Subsidized Loan: A loan based on financial need for which the federal government pays the interest that accrues while the borrower is in an in-school, grace or deferment status.

Direct Unsubsidized Loan: A loan where the borrower is fully responsible for paying the interest regardless of the loan status. Interest on unsubsidized loans accrues from the date of disbursement and continues throughout the life of the loan. MSU Financial Aid Office encourages students to make payments on accruing interest while in school to keep your total debt as low as possible.

Federal Perkins Loan: A federal loan for undergraduate and graduate students who demonstrate financial need. The interest rate is 5%.

Important: If you’re unsure if you want to accept or decline all or part of your financial aid award, you may first want to complete STEP 3 on page 6 to help you estimate your payment due to MSU.
STEP 3

ESTIMATE PAYMENT DUE TO MSU

Use the worksheet on page 6 to estimate your payment due to MSU for the semester.

The payment due to MSU is the balance that remains AFTER your anticipated financial aid has been applied to your bill. Depending on your total charges and financial aid award package, you may not owe anything. Your actual charges will be posted in Campus Connection the first week in August for fall semester and the first week in December for spring semester.

OTHER AID

To report any outside scholarships or third-party awards you have accepted, please use the “Contact FA Office” link on Campus Connection or email our office directly at financialaid@minotstateu.edu.

STEP 4

ADDITIONAL RESOURCES TO HELP COVER COSTS

Based on your estimated payment due to MSU, you may want to take advantage of the following options to help you cover costs:

PAYMENT PLAN

If you are unable to pay your bill all at once, you may enroll in an interest-free payment plan. Learn more at MinotStateU.edu/busoffic/pages/ tuition-payment-plan.shtml.

DIRECT PLUS LOAN

• Graduate students as well as parents of dependent undergraduates may apply for an additional loan from the U.S. Department of Education to help cover educational expenses.
  
• To apply, go to StudentLoans.gov. To be approved, the parent must have a good credit history.
  
• The borrower will need to start repaying the loan 60 days after it has been applied to the student’s bill.
  
• If a parent is denied, the student may be eligible to receive additional unsubsidized loans. Contact the Financial Aid Office for options.

PRIVATE EDUCATIONAL LOANS

You may apply for private educational loans through private lenders. Keep in mind that many private lenders will require a credit-worthy borrower (student) or credit-worthy co-borrower (parent or family member).

STEP 5

PAYING YOUR BILL

Paying online through Campus Connection is the best and safest payment method at MSU.

To make payments 24/7:
• Log in to Campus Connection at MinotStateU.edu/cc.
• Click “Pay Online Now.”

Payments are due to the MSU Business Office:
  Fall 2017 – Wednesday, September 6
  Spring 2018 – Wednesday, January 24

Important: Charges are only made available through Campus Connection under the Finances Section. Invoices will not be mailed.

Your financial aid will be applied to your bill:
  Fall 2017 – Wednesday, September 6
  Spring 2018 – Wednesday, January 24

After your financial aid has been applied to your bill, please verify that your total charges are covered.

STEP 6

RECEIVE EXCESS FINANCIAL AID

If your financial aid total is greater than the balance you owe to MSU, the excess aid may be direct deposited into your bank account. Instructions for enrolling in direct deposit are available at MinotStateU.edu/busoffic/student_info.shtml.

Refunds will begin processing on:
  Fall 2017- Wednesday, September 6
  Spring 2018 – Wednesday, January 24

To compare private lenders:
  2. Click on the “FASTChoice” button.
  3. Click “Continue” on the FASTChoice site.
  4. Read the disclosure and complete the information to compare loan options and apply.

Lender information is provided as a courtesy and in no way should it be interpreted as a requirement to use one of the lenders listed above. MSU will process loans from any lender that participates in any educational loan program.
Use this worksheet to help plan for the payment of your educational expenses.

## A. ESTIMATED TOTAL COST OF ATTENDANCE

<table>
<thead>
<tr>
<th>Description</th>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ESTIMATED Tuition &amp; Mandatory Fees</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visit MinotStateU.edu/busoffic/student_info.shtml for current tuition and fee rates. 2017-18 rates will be available in early summer. Your actual tuition and fees will post to your account in Campus Connection the first week of August for fall semester and the first week of December for spring semester.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Room &amp; Board</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Based on double-occupancy room and unlimited meal plan. For more information, visit MinotStateU.edu/life.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Books &amp; Supplies</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Varies depending on your major and coursework.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course/lab/program fees, transportation, personal, misc. costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ESTIMATED TOTAL COST OF ATTENDANCE</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## B. TOTAL FINANCIAL AID

Refer to Campus Connection or your Financial Aid Award Notice letter to complete this section.

<table>
<thead>
<tr>
<th>Description</th>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Scholarships/Waivers</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(MSU, hometown, high school, tribal, etc.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grants</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Federal Pell, SEOG, Teach, ND State)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Federal Perkins Loan</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Federal Direct Loan</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Subsidized, Unsubsidized)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>There is a 1.069% origination fee.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For example, if you accept a $5,500 loan, only $5,441 applies to your bill. (Fee is subject to change due to U.S. Department of Education requirements.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Resources</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL FINANCIAL AID</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you receive Federal Work-Study (FWS) as part of your financial aid package, this amount does not apply to your bill. Once you get an FWS job, you’ll receive a paycheck for the hours you worked.

## C. YOUR PAYMENT DUE TO MSU

Due to the Business Office: Fall 2017 – Wednesday, September 6; Spring 2018 – Wednesday, January 24

<table>
<thead>
<tr>
<th>Description</th>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. ESTIMATED COST OF ATTENDANCE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>B. TOTAL FINANCIAL AID</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>C. YOUR PAYMENT DUE TO MSU</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

See STEP 4 on page 5 for payment plans and/or other educational loan options to help cover costs.
Am I required to accept my award?
Yes. If you want financial aid, you are required to accept your financial aid award. You may accept or decline all or part of your financial aid award package by following the directions on page 3-4. If you do not want a loan you were offered you will need to decline the award.

Is there a limit to how much I can borrow?
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 undergraduate 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; we encourage you to borrow conservatively. For more details, visit StudentAid.ed.gov/sa/types/loans/subsidized-unsubsidized#how-much.

Can my enrollment status affect my financial aid?
Yes. Your enrollment at 11:59 pm on August 30 for fall semester and 11:59 pm on January 18 for spring semester will determine your enrollment status for the MSU Satisfactory Academic Progress Policy and the Federal Pell Grant, ND State Grant, ND Academic and ND Career and Tech scholarships and all other scholarships.

Can my financial aid award change?
Yes. The University reserves the right to adjust your award on the basis of additional information that may become available including, but not limited to, verification of your FAFSA information, waivers, scholarships, grants, or other third party payments and changes in enrollment status (changing from full-time to part-time status).

Keep in mind that students who officially withdraw from MSU or stop attending classes within a semester are subject to having their financial aid reviewed and possibly returned to the U.S. Department of Education.

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:

- Students must have at least a 2.0 cumulative grade point average (GPA).
- Students must complete two-thirds of credits attempted. Credits dropped or failed after the seventh day of classes are counted as an attempted credit.

For details regarding our Satisfactory Academic Progress (SAP) policy, visit MinotStateU.edu/finaid/policies.shtml.

Where should I mail my scholarship check?
All outside scholarship checks should be mailed to:
Minot State University
Financial Aid Office
500 University Ave W
Minot, ND 58707
Checks must be made payable to MSU. Encourage your scholarship organizations to mail checks early to ensure your aid will apply to your account on time.

Is there anything that could delay the process of my financial aid?
Yes. The following reasons may cause your financial aid to be applied late to your account or not at all:

- If you did not accept or decline your financial aid award in Campus Connection.
- If you did not complete your Master Promissory Note (MPN).
- If you did not complete Entrance Loan Counseling (ELC).
- If your FAFSA application is selected for verification, and you have not submitted all requested documents.
- If you have not been fully admitted to MSU. To be fully admitted, students must provide all required documents to our Admissions Office. These documents may include official high school, dual credit or college transcripts, and ACT or SAT scores.
- If you do not meet Satisfactory Academic Progress (SAP).

STUDENT CONSUMER INFORMATION
The Higher Education Opportunity Act requires that all United States academic institutions provide certain consumer information about the University to future and current students, including financial aid information. For your convenience, MSU has consolidated that information on the Student Consumer Information website: MinotStateU.edu/finaid/consumer_information.shtml.
### FALL SEMESTER 2017

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Aid may be used to charge at the bookstore</td>
<td>August 16 - 30</td>
</tr>
<tr>
<td>Classes begin after 4 p.m.</td>
<td>August 21</td>
</tr>
<tr>
<td>First full day of classes</td>
<td>August 22</td>
</tr>
<tr>
<td>Last day to add a class</td>
<td>August 30</td>
</tr>
<tr>
<td>Last day to drop a 16-week class or withdraw from ALL 16-week classes and receive a 100% refund</td>
<td>August 30</td>
</tr>
<tr>
<td>Financial Aid Census Date</td>
<td>August 30</td>
</tr>
<tr>
<td>Financial Aid begins applying to student accounts</td>
<td>September 6</td>
</tr>
<tr>
<td>Excess Financial Aid distribution begins</td>
<td>September 6</td>
</tr>
<tr>
<td>Fall Semester tuition and fees are due</td>
<td>September 6</td>
</tr>
<tr>
<td>Last day to withdraw</td>
<td>December 8</td>
</tr>
<tr>
<td>Final Exams</td>
<td>December 11 - 15</td>
</tr>
</tbody>
</table>

### SPRING SEMESTER 2018

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Aid may be used to charge at the bookstore</td>
<td>January 3 - 18</td>
</tr>
<tr>
<td>Classes begin after 4 p.m.</td>
<td>January 8</td>
</tr>
<tr>
<td>First full day of classes</td>
<td>January 9</td>
</tr>
<tr>
<td>Last day to add a class</td>
<td>January 18</td>
</tr>
<tr>
<td>Last day to drop a 16-week class or withdraw from ALL 16-week classes and receive a 100% refund</td>
<td>January 18</td>
</tr>
<tr>
<td>Financial Aid Census Date</td>
<td>January 18</td>
</tr>
<tr>
<td>Financial Aid begins applying to student accounts</td>
<td>January 24</td>
</tr>
<tr>
<td>Excess Financial Aid distribution begins</td>
<td>January 24</td>
</tr>
<tr>
<td>Spring Semester tuition and fees are due</td>
<td>January 24</td>
</tr>
<tr>
<td>Last day to withdraw</td>
<td>May 4</td>
</tr>
<tr>
<td>Final Exams</td>
<td>May 7 - 11</td>
</tr>
</tbody>
</table>

All dates are subject to change.

More dates and deadlines may be viewed at MinotStateU.edu/calendar.