Minot State University Student Agreement

It's important to **plan ahead and be proactive** in order to ensure timely certification and receipt of benefits, and that you're officially registered on time and have uninterrupted access to University services. You must complete all the requirements for admission, including receipt of transcripts and completion of required orientation procedures.

I am responsible for all tuition and registration fees, as well as for meeting all registration and fee payment deadlines. The University **CANNOT** guarantee payments by the VA will be received on time. To ensure you're officially registered on time, we recommend you:

1. Apply for financial aid in case VA benefits do not cover the entire cost of attendance.
2. New and Returning students should submit all required documentation before the term begins. (Certificate of eligibility, DD-214 member copy 4, DD-1995 if transfer)
3. Enroll in courses promptly. You cannot be certified with the VA unless you are enrolled in courses.
4. After you are enrolled complete the Minot State Veteran Center worksheet which notifies us that you want to be certified for VA educational benefits for the term.
5. After submitting the worksheet follow up with us at pam.hopkins@minotstateu.edu or andy.heitkamp@minotstateu.edu if you plan to enroll in less than the full-time requirement for your school, college or program.
6. Notify us at pam.hopkins@minotstateu.edu or andy.heitkamp@minotstateu.edu promptly if you change your major program, add or drop courses, or need to withdrawal from the University.
7. Returning Veteran students receive priority registration.

I understand that Veterans Affairs will not pay for courses
   a) For which I have already received transfer credit
   b) For any class that is not required by my chosen degree program

I am aware I need to contact the Minot State certifying official and my department advisor during registration to ensure that I do not duplicate any courses and register for only courses that are applicable to my major. I will also notifying them of any course waivers, substitution, approvals, withdrawal and non-attendance.

I am aware I need to check with the Minot State certifying official each semester to update enrollment status, or when I make any changes to my enrollment, e.g. – dropping or adding classes – change of major – adding or dropping minors – withdrawal from a class (YOU WILL BE RESPONSIBLE FOR PAYBACK OF BENEFITS IF AFTER DROP PERIOD), or withdrawal from the university to prevent overpayment or indebtedness, (WHICH YOU WILL BE FINANCIALLY RESPONSIBLE FOR)
I must immediately report any questionable educational entitlements received to the VA certifying official. I WILL NOT ACCEPT PAYMENTS FROM THE VA IF NOT ENROLLED OR ATTENDING CLASSES. I will take the appropriate steps to ensure the funds are returned to the VA.

I understand that I must submit an enrollment worksheet (web address) for each semester I wish to receive benefits. I realize that once the worksheet is submitted I am notifying the certifying official that I wish to be certified for the courses on my schedule at the time I submit the worksheet and ANY SCHEDULE CHANGES MADE AFTER THAT DATE COULD RESULT IN MY OWING MONEY TO THE VA, or require an extended period of time for my certification to process.

I understand I must complete the veteran survey each semester in order to allow Minot State University to compile with the Principles of Excellence and the 8 Keys to Veteran success.

I am aware that the VA REQUIRES MY ATTENDANCE IN CLASS. If I fail to do so and receive any less than satisfactory grades, I MAY BE REQUIRED TO PAYBACK for those courses.

If I become suspended, I CANNOT RECEIVE GI Bill benefits at Minot State or any other school until I have been reinstated.

I intend to attend training to learn how to access my individual degree plan and will submit a copy to the Minot State certifying official, as well as training to access my individual cost plan. I will be required to sign an electronic financial obligation agreement each term.

If I am receiving Chapter 30, 1606, 1607, benefits, I must call VA monthly or log into WAVE and verify my enrollment the first of each month for payment to be released.

Students must complete a Degree Plan (Curriculum Guide), which is required for my VA file, BEFORE I CAN BE CERTIFIED to receive my educational benefits. The Veteran Center director will assist you if you have questions. Graduate students should meet with their department advisor to complete your Graduate Plan of Study.

I am aware that all GI Bill information can be obtained on the VA GI Bill website http://www.benefits.va.gov/gibill/ I can call the Educational Benefits Information line for any questions regarding my Educational Benefits 1(888)442-4551.

If I am called to active duty or order to deploy elsewhere, I will contact the Veteran Center office immediately and provide a copy of my orders, they will assist you to:
  - Withdrawal with a refund of eligible tuition and fees paid out of pocket (funds paid by the VA need not be refunded).
  - Help with the re-admission procedures.
I am aware that if I have a complaint, I should bring it to the attention of the Minot State University Veteran Center Director who will help me review the VA GI Bill feedback systems requirements for formal complaints and assist you with filing it if it meets the guidelines, or direct you to the appropriate office or agency to do so.

**Principles of Excellence**

Minot State University participates in the Principles of Excellence and agrees to the following guidelines:

- Provide students with a personalized form covering the total cost of an education program.
- Provide educational plans for all military and Veteran education beneficiaries.
- End fraudulent and aggressive recruiting techniques and misrepresentations.
- Accommodate Service members and Reservists absent due to service requirements.
- Designate a point of contact to provide academic and financial advice.
- Ensure accreditation of all new programs prior to enrolling students.
- Align institutional refund policies with those under Title IV, which governs the administration of federal student financial aid programs.

**The Eight Keys to Veteran Success**

1. Create a culture of trust and connectedness across the campus community to promote well-being and success for veterans.
2. Ensure consistent and sustained support from campus leadership.
3. Implement an early alert system to ensure all veterans receive academic, career, and financial advice before challenges become overwhelming.
4. Coordinate and centralize campus efforts for all veterans, together with the creation of a designated space for them (even if limited in size).
5. Collaborate with local communities and organizations, including government agencies, to align and coordinate various services for veterans.
6. Utilize a uniform set of data tools to collect and track information on veterans, including demographics, retention, and degree completion.
7. Provide comprehensive professional development for faculty and staff on issues and challenges unique to veterans.
8. Develop systems that ensure sustainability of effective practices for veterans.

Additional resources

- Advising center [http://www.minotstateu.edu/advising/](http://www.minotstateu.edu/advising/)
- Disability services [http://www.minotstateu.edu/disability_services/](http://www.minotstateu.edu/disability_services/)
- Counseling services [http://www.minotstateu.edu/counseling/](http://www.minotstateu.edu/counseling/)

Minot State University (MSU)

Costs in the 2015-2016 year

Estimated Cost of Attendance

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and fees</td>
<td>$6,300</td>
</tr>
<tr>
<td>Housing and meals</td>
<td>$8,336</td>
</tr>
<tr>
<td>Books and supplies</td>
<td>$1,100</td>
</tr>
<tr>
<td>Transportation</td>
<td>$1,182</td>
</tr>
<tr>
<td>Other education costs</td>
<td>$2,318</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$19,326</strong></td>
</tr>
</tbody>
</table>

Grants and scholarships to pay for college

Total Grants and Scholarships ("Gift" Aid; no repayment needed)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants and scholarships from your school</td>
<td>$0</td>
</tr>
<tr>
<td>Federal Pell Grant</td>
<td>$0</td>
</tr>
<tr>
<td>Grants from your state</td>
<td>$0</td>
</tr>
<tr>
<td>Other scholarships you can use</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$0</strong></td>
</tr>
</tbody>
</table>

What will you pay for college

Net Costs

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Costs</td>
<td><strong>$19,326</strong></td>
</tr>
</tbody>
</table>

Options to pay net costs

Work options

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work-Study (Federal, state, or institutional)</td>
<td>$0</td>
</tr>
</tbody>
</table>

Federal Direct Unsubsidized Loan

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Direct Unsubsidized Loan</td>
<td>$0</td>
</tr>
</tbody>
</table>

*Recommended amounts shown here. You may be eligible for a different amount. Contact your financial aid office.

Other options

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Contribution</td>
<td><strong>$0</strong></td>
</tr>
</tbody>
</table>

(As calculated by the institution using information reported on the FAFSA or to your institution.)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment plan offered by the institution</td>
<td>Military and or National Service benefits</td>
</tr>
<tr>
<td>Parent or Graduate PLUS Loans</td>
<td>Non-Federal private education loan</td>
</tr>
</tbody>
</table>

The estimated figures on this Financial Aid Shopping Sheet are meant to help you easily compare financial aid packages offered by different institutions, and ultimately make an informed decision on where to invest in your higher education. Although we've done our best to accurately calculate these figures, please remember these are only estimates. Should you choose to attend our institution, your final figures could differ. For more information please visit our website HERE.
Glossary

Cost of Attendance (COA): The total amount (not including grants and scholarships) that it will cost you to go to school during the 2015-2016 school year. COA includes tuition and fees, housing and meals, and allowances for books, supplies, transportation, loan fees, and dependent care. It also includes miscellaneous and personal expenses, such as nonessential travel costs. For students attending less than full-time, costs are determined by taking the institution’s cost of attendance and subtracting your grants and scholarships.

Work-Study: A federal student aid program that provides part-time employment while you are enrolled in school to help pay your education expenses.

Loans: Borrowed money that must be repaid with interest. Loans from the federal government typically have a lower interest rate than loans from private lenders. Federal loans, listed from most advantageous to least advantageous, are called Federal Perkins Loans, Direct Subsidized Loans, Direct Unsubsidized Loans, and Direct PLUS Loans. You can find more information about federal loans at StudentAid.gov.

Family Contribution (also referred to as Expected Family Contribution): A number used by a school to calculate how much financial aid you are eligible to receive, if any. It’s based on the financial information you provided in your Free Application for Federal Student Aid (FAFSA). It’s not the amount of money your family will have to pay for college, nor is it the amount of federal student aid you will receive. The family contribution is reported to you on your Student Aid Report, also known as the SAR.

Graduation Rate: The percentage of students who graduate from an institution. This shows students who began their studies as first-time, full-time degree- or certificate-seeking students and completed their degree or certificate within 150 percent of “normal time.” For example, for a four-year school, the graduation rate would be the percentage of students who completed that program within six years or less.

Loan Default Rate: The percentage of student borrowers—undergraduate and graduate—who have failed to repay their federal loans within three years of leaving a particular school. A low loan default rate could mean that the institution’s students are earning enough income after leaving school to successfully repay their loans.

Median Borrowing: The amount in federal loans the typical undergraduate student takes out at a particular institution. It also indicates the monthly payments that an average student would pay on that amount using a 10-year repayment plan.
Minot State University Financial Aid Shopping Sheet

The Shopping Sheet provides personalized information on financial aid and net costs as well as general information on institutional outcomes – all in a standardized format.

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

View Financial Aid
In the Finance section in your Campus Connection Student Center, click “View Financial Aid.”

After you click on “View Financial Aid,” select the appropriate aid year to view your Award Summary. Click aid year 2016 to view your 2015-16 award summary.

Campus Connection refers to the aid year by the spring semester. For example, if you plan to attend MSU during the Fall 2015 and Spring 2016 and/or Summer 2016, your financial aid will be referred to as the 2016 Aid Year.

Shopping Sheet
In the View Financial Aid section, under your Award Summary section there will be a link to access the Shopping Sheet, click “Shopping Sheet.” You now have access to your personalized Shopping Sheet based on your financial aid awards (i.e. grants, scholarship, loans or work study), cost of attendance and your EFC (expected family contribution).

QUESTIONs?
Get answers from the Student Financial Aid office!

www.minotstateu.edu/finaid   Call 1.800.777.0750   1.701.858.3375   financialaid@minotstateu.edu

“Like” us on Facebook! www.facebook.com/MinotStateUniversityFinancialAidOffice