

# 2009-2010 Financial Aid Award Information Guide



we are oberlin. **fearless**

**Unless otherwise noted, financial aid packages are based on full-time enrollment and on-campus residence for a full academic year. If you enroll less than full-time or live off-campus/commute, you will receive an adjustment to your aid.**

**You are able to apply for eight semesters of financial aid. Double Degree students are able to apply for ten semesters of aid. If you are a transfer student, your eligibility will be prorated based on your academic status at the time you enter.**

**In general, the amount of financial aid that you receive will stay about the same from one year to the next. However, changes to family income, siblings leaving or entering undergraduate study, and other factors may alter your financial aid eligibility.**

#### **First Time Financial Aid Applicants:**

Financial aid for first time applicants at Oberlin is based on the CSS PROFILE and the Non-Custodial Parent Statement [if applicable]. We reserve the right to make adjustments to aid packages based on new information.

#### **Renewing Financial Aid:**

You must apply for need-based aid each year. Your eligibility for aid may change each year as your family's circumstances change.

#### **Other Family Members in College:**

When determining financial need, Oberlin College uses an Institutional Needs Analysis. This calculation does take into consideration sibling(s) enrolled at a four-year college. However, it does not take into consideration sibling(s) enrolled in graduate school or two year community college. Parents in college are also not considered in the Institutional calculation as household members in college [this follows federal guidelines]. *Your financial aid award may be adjusted if there is a change in the enrollment status of your sibling(s).* You must notify the Office of Financial Aid as soon as your sibling's enrollment status changes. Oberlin may require documentation of your sibling(s) enrollment.

#### **Academic Leave of Absence:**

Unless otherwise noted, your financial aid award is based on enrollment at Oberlin's campus. If you will be studying away from Oberlin, you must check with the Office of Financial Aid to determine if there is additional paperwork that may be required.

#### **Outside Awards:**

You must notify the Office of Financial Aid of any outside scholarship assistance not already listed on the award letter [you may download a reporting form from our website [www.oberlin.edu/financialaid](http://www.oberlin.edu/financialaid) and one will be sent to first-time students]. Oberlin's policy with regard to outside scholarships is as follows:

Scholarships based totally or in part on merit will not affect aid received from Oberlin sources, provided that the total amount of aid received does not exceed Oberlin billed fees. These scholarships will replace self-help (loans & employment) offered in the original aid package.

Need-based grants, entitlements, and benefits from federal, state, or other sources [including tuition benefits from student/parent employers] will replace Oberlin College Grants and/or Scholarships dollar for dollar [e.g., a \$1000 state grant will replace \$1000 of Oberlin College Grant].

Financial aid from federal, state, and other sources will be adjusted in response to receipt of outside scholarships and awards in accordance to eligibility rules established by the Department of Education or other program administering bodies.

#### **Federal Stafford Loans:**

Most students who are US citizens or permanent residents may participate in the Federal Stafford Loan Program. If you wish to obtain a Stafford Loan and:

You are a **FIRST TIME BORROWER**; you will need to complete a Federal Stafford Loan Request Form, Master Promissory Note and an entrance interview at [www.mappingyourfuture.org](http://www.mappingyourfuture.org). A complete Federal Loan packet will be mailed to you with additional instructions.

You are a **RETURNING OBERLIN STUDENT** and **HAVE BORROWED** through the Federal Stafford Loan Program, please see the instructions contained on the enclosed Federal Stafford Decline or Reduce Forms.

#### **Federal Perkins Loans:**

If your financial aid package includes a Federal Perkins Loan and:

You are a **FIRST TIME BORROWER** and wish to borrow your Federal Perkins Loan; you will need to complete a Master Promissory Note and an entrance interview at [www.mappingyourfuture.org](http://www.mappingyourfuture.org).

You are a **RETURNING OBERLIN STUDENT** and **HAVE BORROWED** through the Federal Perkins Loan Program at Oberlin in the past, please refer to the instructions listed on the enclosed Federal Perkins Loan Decline or Reduce Form.

#### **Federal Work-Study/Oberlin College Employment:**

Students who have a work award as part of their financial aid package are given priority for campus jobs. Students receive paychecks bi-weekly, based on the number of hours worked. Students may arrange to have wages credited to their Oberlin bill, or may use their wages for other expenses.

**Please note that work-study awards ARE NOT automatically applied to your student account and should not be subtracted from the amount you owe unless you turn your earnings over to the college. Students are responsible for securing employment.**

Available jobs can be viewed on the Oberlin Online Classifieds at [www.oberlin.edu/classifieds](http://www.oberlin.edu/classifieds).

#### **Single Rooms:**

Single-occupancy rooms cost more than multi-occupancy rooms. Financial aid will not increase if you live in Apartment/Village Housing or in a Single Room.

#### **Meal Plans:**

Your financial aid will not be affected by your choice of meal plan.

#### **Co-op Charges:**

If you dine or reside in a Co-op, Oberlin College will not charge you for the service provided by the Co-op. You will pay the Co-op directly. There is no adjustment to the financial aid of students who live and/or dine in a Co-op.

#### **Commuter Status:**

Your financial aid will be adjusted based on your status as a Commuter Student. This status is determined by the Office of Residential Education and is reported to us at the start of each semester.

#### **Off-Campus Residence:**

Unless otherwise noted, your financial aid award is based on College owned or Co-op housing. A downward adjustment to your Oberlin College need-based grant will be made at the start of each semester, if your status is reported as "Off-Campus" by the Office of Residential Education.

## **Credit Hour Limit:**

Full-time enrollment is 12-16 credits per semester in the College of Arts & Sciences and 12-17 credits per semester in the Conservatory. If you enroll for more than 16 credits [17 for the Conservatory] per semester, you will receive an additional tuition charge. The Office of Financial Aid can sometimes provide assistance in the form of additional student loans and/or work-study to help with this additional charge.

## **Student Health Insurance:**

If you are covered by another policy, this charge can be waived. Student health insurance will be sent with the fall semester billing. Contact the Office of Student Accounts for more information or to receive a waiver.

## **Books, Travel, and Personal Expenses:**

You are responsible for paying the cost of books, travel to and from Oberlin, and personal expenses. These additional, estimated costs are considered when we construct your financial aid package.

## **Billing:**

Oberlin College bills for each semester of enrollment. The Office of Student Accounts sends monthly billing statements. Payment plans and long-term financing are available to help families manage their costs.

## **Review of Eligibility:**

Financial aid awards are constructed within budget constraints and to comply with federal regulation and Oberlin College policy. If, however, your family experiences an unforeseen change in financial circumstances, or if you feel that you have special circumstances that should be taken into account, you may request a review of your financial aid eligibility. The deadline for fall semester requests is September 15th. The spring semester request deadline is February 15th.

## **Satisfactory Academic Progress [SAP]**

Federal Regulations require all institutions that administer Title IV student aid programs to monitor the academic progress towards degree completion of those students applying for and receiving those funds. All Oberlin College students applying for Title IV Federal Aid must meet the criteria for academic progress stated in this policy. The Federal programs governed by these regulations are the following:

- Federal Pell Grant
- Federal College Work Study
- Federal Supplemental Education Opportunity Grant
- Federal Academic Competitiveness Grant
- Federal SMART Grant
- Federal Perkins Loan
- Federal Stafford Loans
- Federal Parent PLUS Loan

### **Satisfactory Academic Progress [SAP] standards include the following three elements:**

- 1. Maximum time frame within which a degree must be obtained**
- 2. Minimum cumulative grade point average**
- 3. Minimum credits earned per academic semester**

## **1. Maximum Time Frame**

Maximum Time Frame is defined as the required length of time it will take a student to complete a degree program based on full-time enrollment status. For a student to remain eligible for federal aid, the student must conform to the time frame for completion of a Baccalaureate Degree [full time enrollment allowance is 12 enrolled semesters].

• **Transfer Students** – Semesters accepted by the Oberlin College Registrar will be included as part of the maximum time frame towards completion of degree. For example, if a student transfers in as a second-semester sophomore, he/she would have 8 semesters of federal aid eligibility remaining.

• **Re-enrolling Students** – The prior Oberlin semesters and credits of a re-enrolling student are considered when determining maximum time frame.

## **2. Minimum Cumulative Grade Point**

Financial Aid recipients must maintain a pre-established cumulative grade point average per semester, to be eligible for financial aid. The academic year begins with the Fall semester and ends with the Spring semester. [See chart on back page for details]

Some students receiving financial aid may repeat courses, receive incompletes or withdraw from classes. These topics are addressed below, with the information being consistent with the Oberlin College Course Catalog.

• **Repeated Courses** – For students matriculating fall 2004 and later, a student may repeat once a course for which a grade of D or F is received. Both grades and both courses count in calculation of the GPA. Only one of the courses counts as credit toward graduation.

• **Incomplete Courses** – An incomplete grade is a temporary grade, assigned at the end of a semester, to permit students additional time to complete work in a course. Incomplete courses do not earn credit or influence the grade point in the semester in which the course is incomplete, however, the course grades are counted once concluded.

• **Withdrawal Grades** – A student may withdraw from a class per the established withdrawal procedures established by the Office of the Registrar. Withdrawals and Pass/NP's do not earn credit or get calculated into the cumulative grade point average.

• **Transfer Students** – Within the limits stated in the Oberlin College Course Catalog, credit earned at other fully accredited colleges and universities to be applied to the requirements for the Oberlin degree provided that the student received a "C" level or better and the coursework falls within the scope of a liberal arts curriculum. Transfer credits count toward credits earned, however, they do not get calculated into the cumulative grade point average.

## **3. Minimum Credits Earned**

Students must complete their academic programs and receive their degrees within a maximum time frame. Listed below is the minimum number of credits a student must earn by the end of each full time academic semester. [See chart on back page for details]

### Oberlin Satisfactory Academic Progress [SAP] Minimums Chart

Semester	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Earned Credits A&S	8	18	30	42	54	67	80	94	108	112	112	112	X	X	X
Earned Credits CON	8	18	30	42	54	67	80	94	108	120	124	124	X	X	X
Earned Credits DD	8	18	30	42	54	67	80	94	108	122	136	150	152	152	152
GPA	1.0	1.2	1.4	1.6	1.67	1.67	1.67	1.67	1.67	1.67	1.67	1.67	1.67	1.67	1.67

**Notice of Financial Aid Probation:**

A financial aid recipient who fails to meet the standards of Satisfactory Academic Progress [SAP] will be notified in writing by the Office of Financial Aid of his/her status. Eligibility for the next academic semester will be determined following the fall semester. Eligible aid recipients are allowed to continue to receive federal aid during a probationary period of up to the full time equivalent of one academic semester. If a student is not enrolled in the following semester, his/her probationary period becomes effective with any subsequent period of enrollment and will consist of the full time equivalent of one academic semester.

We highly encourage any student who has been placed on Financial Aid SAP Probation, to meet with a Financial Aid counselor as soon as possible. The counselor can help determine what academic standards (Cumulative Credits earned and/or Cumulative GPA) and time-line must be met in order to remove the student from probation.

To be removed from financial aid probation, the student must make up the appropriate grade point and/or credit deficiency during the probationary period. Failure to overcome the deficiency within the probationary period will result in the suspension of federal aid. Students are allowed only one probationary period. If a student who has been placed on probation and is subsequently reinstated fails to maintain the standards required, he/she will not be eligible for financial aid until the deficiencies have been removed.

**Termination of Federal Financial Aid:**

Students on federal aid termination must make up the deficiency at their own expense. Time frame and earned credits will continue during the termination period.

**Please note that this is just a summary of policies.**

**Please contact the Office of Financial Aid if you have any questions regarding these or any other financial aid policies at Oberlin College.**

**Right to Appeal:**

All Title IV aid recipients have the right to appeal a financial aid termination decision by submitting an appeal to the Financial Aid Committee with a written explanation of the following:

- (1) how an error may have occurred
- (2) how special circumstances beyond their control affected their academic performance.  
Special circumstances include the following:
  - (a) death in the family
  - (b) separation or divorce
  - (c) severe accident or illness of the student or family member
  - (d) extended hospitalization of the student
  - (e) re-enrollment after a period of extended absence
  - (f) extreme circumstances as determined by the Office of Financial Aid.
- (3) You must also provide a detailed course of action including a time-line for attaining the applicable SAP standards.

Appeals will be reviewed by the Financial Aid Committee. All appeals must be filed no later than two weeks after the beginning of the semester. Students will be notified of a decision within four weeks of submitting the appeal, and will be required to meet with a Financial Aid Counselor to discuss the requirements to attain SAP standards.

**Reinstatement of Federal Financial Aid:**

A student may be reinstated for federal aid after one or more of the following:

- (1) approval of an appeal by the Financial Aid Appeals Committee, or
- (2) successfully completing the deficiencies at one's own expense. In cases of termination, the student will be required to notify the Office of Financial Aid with proper documentation when he/she is eligible for reinstatement. Financial Aid can not be processed retroactively for any periods of enrollment for which the student's aid eligibility was terminated.

**Special Note Regarding Institutional Financial Aid:**

The information above regarding Satisfactory Academic Progress relates to Federal and State Financial Aid only. Oberlin reserves the right to maintain or discontinue Institutional Financial Aid based on a student's maintaining good academic and social standing with the Oberlin College and the applicable Dean's Offices.

