

## HOW AND WHEN WILL I KNOW WHAT IS OFFERED?

The office will begin notifying you in mid-April/early May with an e-mail and postcard to alert you to check ePAWS to view your Offer Letter. The Offer Letter lists the types and amounts of the aid offered. After the first round of Offer Letters, Offer Letters are produced approximately every two weeks throughout the remainder of the academic year. Offer Letters are subject to change. Review your Offer Letter carefully – examine the budget items listed and check for accuracy.

## WHEN WILL I RECEIVE MY FINANCIAL AID?

Financial aid cannot be disbursed prior to enrollment or during periods of non-enrollment. One half of the total grant, loan or scholarship funds for the year are disbursed each semester. Financial aid begins to apply to your University student account no earlier than ten days before the semester begins.

### **FIRST-TIME STAFFORD LOAN and GRAD PLUS BORROWERS**

First-time borrowers at this University must complete Entrance Counseling prior to disbursement. Entrance Counseling can be completed at [www.edfund.org](http://www.edfund.org), click on “EdTest”. Please retain a copy of the Entrance Counseling confirmation page for your records.

### **MINIMUM CREDIT REQUIREMENT**

Aid disburses only when the enrollment status matches the funding status. For example, an undergraduate student funded full time (i.e. 12 credits minimum required) that is only registered for 9 credits will not have a disbursement occur until 3 more credits are added. Coursework at another college does not count towards the minimum number of credits required. Any student whose enrollment plans have changed must submit the “Reporting Resources and Changes” form. If revisions are made, you will be able to view the changes via ePAWS under “Fin. Aid Offer”.

### **SPRING TRANSFER STUDENTS**

It is imperative for you, the student, to ensure that your previous institution has cancelled your spring financial aid. All spring only students must be monitored by the National Student Loan Database System (NSLDS). Financial aid cannot be disbursed during the 7 day hold period. If we are alerted that you still have financial aid pending at another institution, we must receive a written confirmation of cancellation from your former school before aid can be disbursed for the spring semester.

### **WORK-STUDY**

Work-Study and student employment payroll checks are distributed twice a month by the Cashier’s Office. Direct deposit is available.

## WHAT IF I CAN’T PAY TUITION/FEEES BY THE DUE DATE?

**DEFERMENT:** The Cashier’s Office offers a deferred payment plan to students registered for seven or more credits. It requires 50% of the outstanding charges to be paid by the published semester due date, usually the Friday before the semester begins. Two installments of 25% each are required during the semester in accordance with the dates

in the Class Schedule. To set up a deferment, go to ePAWS at [www.unr.edu](http://www.unr.edu) or contact the Cashier's Office.

**POSTPONEMENT:** If your financial aid is pending, you may contact our office to request a postponement.

**UNIVERSITY LOAN:** For continuing students, a University Loan may help. Read the brief explanation in the loan section for eligibility requirements. A co-signer and a processing fee are required. Required paperwork is available upon request.

## CAN I RECEIVE MONEY FOR EMERGENCIES?

**EMERGENCY LOAN:** If you have an unexpected emergency arise, you may be eligible for an emergency loan. Contact our office for the specific requirements and application.

## HOW WILL I RECEIVE MY FINANCIAL AID?

Financial aid and scholarships administered by our office are first applied directly to your University student account to pay mandatory charges for tuition, fees, University-operated housing, and other University charges.

If your financial aid exceeds the charges on your University student account, you will receive the balance of the funds (referred to as a "refund") to pay other educationally related expenses.

Refunds will be released to you in one of the following ways:

- **Check:** The refund check will be mailed to the address listed in ePAWS. You are responsible to double-check your mailing address. Address changes are completed in ePAWS. *Checks cannot be picked up – no exceptions.*
- **Direct Deposit:** To take advantage of direct deposit, complete a "Direct Deposit Authorization" form and submit it to the Cashier's Office along with a voided check. Please allow 10 – 15 business days for the form to be processed. The direct deposit authorization will remain in effect until it is cancelled in writing with the Cashier's Office.

### **Work-Study**

Wages are paid twice a month through the University Payroll Office for hours worked during that period. A timesheet is required and verified by the employer. Direct deposit into the student's personal bank account can be arranged through Payroll. Otherwise, payroll checks may be picked up at the Cashier's Office.

## CAN THE FINANCIAL AID OFFER BE CANCELLED OR ADJUSTED?

Yes, there are many situations that could cause your Offer Letter to be cancelled or adjusted throughout the year. Adjustments that cause a debt to the University are due immediately.

- If your class standing (i.e., freshman, sophomore, junior, senior, or graduate); residency; housing; enrollment status; or living arrangements are not correct, your Offer Letter may require modification. For example, the amount of aid and type of aid may be reduced if you enroll less than full-time.
- If you receive an outside scholarship or any funding not listed on your Offer Letter, you must report the additional resource to our office by completing a “Reporting Resources and Changes” form. If the addition of that fund creates an “overaward” based on any federal, state or institutional regulation, your Offer Letter will be adjusted.
- If your file is selected for verification and you do not submit all requirements/documents by June 15<sup>th</sup>, the need-based gift aid will be cancelled and offered to another student.
- If your file is selected for verification and the results change the Expected Family Contribution, your Offer Letter may be modified.
- If you do not register by the date specified on the Offer Letter, the need-based gift aid will be cancelled and offered to another student.
- If you drop credits within the 100% refund period, your Offer Letter may be adjusted.