MUSC
MEDICAL UNIVERSITY
of SOUTH CAROLINA

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2009-2010 Policies and Practices Governing Student Financial Aid

All Awards are subject to the following conditions:

- All awards are contingent upon receipt of funds from all funding sources.
- The Office of Student Financial Aid Office reserves the right on behalf of the University to review and cancel an award at any time because of a change in financial or academic status or because of the recipient's failure to observe a reasonable standard of citizenship and/or to be in compliance with federal and state regulations.
- Recipients of financial assistance from the University are to notify the Financial Aid Office of any other scholarships, grants, or loans extended to them from sources inside/outside the University prior to acceptance of the outside aid. **FAILURE TO COMPLY MAY CAUSE YOU TO BE OVERAWARDED AND PREVENT YOU FROM RECEIVING ADDITIONAL ASSISTANCE.**
- If your award includes employment under the provisions of the Federal (College) Work Study Program (FWS), it must be understood that the amount shown for this category is the amount of money you may expect to earn during the academic year as a result of work performed and the hours necessary to perform such work. Prior to the beginning of your award period you will receive a student employee packet describing the FWS Program and the hiring procedures.
- Financial aid awards are packaged based on full-time enrollment. If you enroll less than full-time, you will be responsible for informing the Financial Aid Office of your decreased hours.
- The official office to notify in the event of your withdrawal from classes is the Registrar's Office; however, students who withdraw during the year or drop to less than full-time enrollment must also notify the Financial Aid Office immediately. Depending on when you adjust your schedule or withdraw, your adjusted hours may affect your financial aid. An exit interview must be completed before leaving the University for any reason, including a leave of absence.
- Maymester expenses, e.g., tuition and books, are accounted for in your overall budget. There is not a separate disbursement for Maymester expenses. It is your responsibility to budget your funds and allow adequate resources to meet these expenses.
- The deadline to request additional loan funds for 2009-2010 is March 2, 2010. No applications will be processed if received after this date.
- Car payments and consumer debt payments are not considered by the federal government as eligible items to be included in a student's budget. Therefore, these expenses are not included in your cost of education.
- Checks are issued according to the information disbursed with the University's Tuition/Fees billing each semester.
- Married students have a built-in maintenance cost for their spouse as these costs are provided as an allowance against income/resources in accordance with federal guidelines. Additional consideration will be given for child care costs if appropriate. If you have questions call the Financial Aid Office.

- If your 2009-2010 Award Letter includes funds from a Federal Stafford Loan (Subsidized or Unsubsidized), a Federal Parent Loan for Undergraduate Students (PLUS), a federal Graduate PLUS loan or other alternate loan(s), you will need to complete a Master Promissory Note for the appropriate loan if you have not already done so. Please contact the lender of your choice if you need to obtain a Master Promissory Note.

- Private "Alternative Loans" and the Federal Graduate PLUS loan are educational loans that are dependent on a satisfactory credit history rating. An unsatisfactory credit rating may lessen the chance that these loan funds will be available or may require a credit worthy co-signer prior to loan approval.

- All students receiving a Federal Stafford Loan for the first time are required by federal regulations to attend a pre-loan disbursement counseling session to acquaint them with their rights and responsibilities concerning their present and future borrowing. You may complete this requirement over the web at www.musc.edu/em/financialmanagement/firsttimeborrower.html.

- The total award is the student's eligibility for assistance for the academic year or semester as indicated thereon. This level of assistance has been determined to adequately meet the support of your education while enrolled at MUSC.

- Financial need will be re-evaluated each year and appropriate increases or decreases in the amount of assistance offered will be made. For this evaluation, a free application for Federal Student Aid will be required annually. It is the student's responsibility to secure this form.

- If you are a recipient of the South Carolina Life Scholarship and the Life Scholarship Enhancement, you must be enrolled as a full-time student in a minimum of 15 credit hours. You must also maintain a minimum cumulative 3.0 grade point average based on grades earned at all eligible public or independent institutions attended to continue eligibility. You must also meet all other terms and conditions of the Life Scholarship and the Life Enhancement guidelines.

- If you are a recipient of a South Carolina State Need Based Grant, you must be a S.C. resident, maintain a 2.0 GPA, be enrolled in at least 6 credit hours and meet all other terms and conditions of the grant to be eligible to receive this award.

- Palmetto Fellows Scholarship amd Palmetto Fellows Enhancement recipients must be enrolled full-time, complete a minimum of 30 credit hours by the end of each academic year and earn a 3.0 cumulative grade point average. Students must also meet all other terms and conditions of the Palmetto Fellows Scholarship and the Palmetto Enhancement guidelines.

- Information on MUSC policies for students with disabilities may be found in the MUSC Bulletin. You may access the website at: http://www.ada.gov/.

- Information regarding Crime Statistics can be obtained from the Office of Enrollment Services or over the Web at: http://www.musc.edu/publicsafety/crimest.shtml.

- Individuals wishing to review the accreditation, approval or licensing of the institution may make an appointment with the university Registrar's Office or the Dean's Office of the appropriate College.

- Review your award notice! If you feel that unusual family circumstances have not been considered which may impact the funds you were awarded, you may submit supporting documentation to the Financial Aid Office for consideration.

- Students may appeal a decision due to extenuating circumstances. The student must submit a written letter of appeal. The appeal will be reviewed by the University Financial Aid Committee, and a decision rendered regarding aid eligibility.

- The student may appear before the Committee to appeal if so desired. The student will be notified in writing of the judgement rendered by the Chairman of the Committee within 30 days of the hearing.