

Medical University of South Carolina
OFFICE OF STUDENT FINANCIAL AID
2005-2006 FINANCIAL AID FILING INSTRUCTIONS

Note: The Priority Deadline for applying for federal campus based funds is March 15, 2005.

In order to process your request for financial assistance for the 2005-2006 academic year, you should follow the instructions as indicated below.

1. Complete the 2005-2006 Free Application for Federal Student Aid (FAFSA)

All students interested in applying for federal aid **MUST** use one of the methods listed below to provide application data for the 2005-2006 award year. The *easiest* and *fastest* way to apply for federal aid is over the Web. *The MUSC Financial Aid Services Office no longer routinely mails paper FAFSA Applications to new or returning students, although forms will be mailed upon request.*

Option 1 - First Time Filers: If you have never applied for federal aid, you may save time and effort by filing a complete 2005-2006 FAFSA electronically over web at <http://www.fafsa.ed.gov> rather than completing a paper form. Once you have completed the application, you may print out a certification/signature page (if you have a printer) and mail it to the address listed on the page. If you do not have a printer, the Department of Education will mail you a printed SAR which you must sign and mail back for your application to be processed. If you want to electronically sign a submitted form (whether paper or electronic) you need to have a PIN (see below for web site instructions). If you have a valid PIN number, simply follow the instructions on the web site to electronically submit your signature

Option 2 - Repeat Filers: As a repeat filer, you have several options:

- 1) If you submitted a valid 2004-2005 FAFSA application using ***FAFSA on the Web*** or ***Corrections on the Web*** or if you are a repeat filer and will be a graduate student in for the 2005-2006, you should have received a **PIN** (a Personal Identification Number) which was mailed directly to you sometime in November/December. You may use your **PIN** to update last year's information and/or complete and electronically sign your *2005-2006 Free Application for Federal Student Aid (FAFSA)* by accessing the Web at <http://www.fafsa.ed.gov> and following the instructions for the Renewal Application. (*NOTE: If you meet the above criteria, you will **not** be mailed a paper renewal application. Your PIN Mailer will be sent via e-mail if you provided an e-mail address on your 2004-2005 FAFSA; otherwise you should have received your PIN Mailer via postal mail.*)
- 2) If you applied for aid in 2004-2005 using the paper application and you are an undergraduate student, you may still update last year's application electronically by accessing the internet at <http://www.fafsa.ed.gov> and following the instructions for obtaining and using a **PIN** number to process your *2005-2006 Renewal FAFSA*.

Option 3 - Paper Form: If you prefer, you may still complete and mail a paper application form.

2) Complete 2005-2006 MUSC Application for Financial Aid (see FORMS)

3) 2004 Federal Tax Returns with all Schedules;

- A copy of your 2004 federal Income Tax (IRS 1040) form and, if applicable, copies of your parents' and/or spouse's tax forms which have been signed by the taxpayer(s);
- If no 2004 federal Income Tax form was filed, the Statement of Non-Filing for 2004 form must be submitted (this form may be accessed by clicking the FORMS button on the home page).

4) Federal Stafford Loan Application (*only required for new students or MUSC students who have not previously borrowed*)

- If you are a new student at MUSC or a MUSC student who has never previously borrowed from the Stafford Loan programs, you may obtain a S.C. Student Loan Corporation Application form from our office; however, if this is not an application from the lender of your choice you should contact the appropriate lender for a new application form. The lender you select is solely your choice. **All loan applications should be returned directly to the MUSC Office of Financial Aid Services.** (*Continuing students who have previously borrowed through the Stafford Loan programs while attending MUSC can omit this step.*)

5) 2005-2006 Loan Request Form

All students must complete the *2005-2006 Loan Request Application Form* (see **FORMS**) regardless of the lender you use. Write in the total amount of loan funds that you will need to borrow during the 2005-2006 year from the Federal Stafford Program. The maximum loan amounts for which you are eligible will be based on the amounts below minus other financial aid that you are awarded.

- The maximum Stafford Loan (Subsidized/Unsubsidized combined) for ***dependent undergraduates*** is \$5500;
- The maximum Stafford Loan (Subsidized/Unsubsidized combined) for ***independent undergraduates*** is \$10,500;
- The maximum Stafford Loan (Subsidized/Unsubsidized combined) for ***graduate*** students is \$18,500. However, if you are enrolled in Dental Medicine, Health Administration graduate programs, Medicine or Pharmacy the maximum annual limit is your "Cost-of-Attendance" minus all financial aid resources.

6) HHS Programs Application Sheet

- Students enrolled in Dental Medicine, Medicine and Pharmacy who want to be considered for funds from the HHS Programs should complete and return the *HHS Application Sheet* to Financial Aid Services (see **FORMS**).

If you have any questions about the application process, please call the MUSC Office of Financial Aid Services at (843) 792-2536.

NOTE: All first-time loan borrowers must arrange an appointment with the office of student financial aid services to attend a pre-loan counseling session or you may complete the requirement over the web at: *www.musc.edu*. If these requirements are not completed, you will be unable to pick up any of your loan checks.

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