

Conditions and Responsibilities

YOUR AWARD LETTER

Financial Aid Award Package

Your award letter lists all the amounts and types of aid for which you are eligible and includes all other aid about which the Office of Scholarships and Financial Aid has been notified. Funds awarded by the Office of Scholarships & Financial Aid are designated by an asterisk (*) on your award letter. Those without an asterisk were awarded by other sources and reported to our office by you or by the donor/sponsor/agency. *All awards are conditional upon actual receipt of funds.*

Generally, financial aid is not annually renewed; you must reapply each year to be considered for financial aid. However, there are some institutional scholarships that are renewed annually provided conditions are met. Renewable scholarships and their conditions are communicated to the recipient when the scholarship offer is made.

Grants (For details, visit [Grants](#))

- **Federal Grants** - The Federal Pell Grant is a federal grant awarded to students with significant financial need, as measured by the congressionally established need-analysis formula which measures a family's ability to pay for educational expenses. The Federal Supplemental Educational Opportunity Grant is awarded by the institution to students with exceptional financial need, with Federal Pell Grant recipients given the first priority.
- **State Grants** - The NC Educational Lottery Scholarship was created by the NC General Assembly to provide financial assistance to NC residents with financial need. The UNC Need-Based Grant is designated to provide assistance to NC residents with financial need attending one of 16 campuses of the University of NC. Non-NC residents should check their home state for details.
- **Institutional Grants** - All students are considered for institutional need-based grant eligibility when they complete the FAFSA. The Office of Scholarships & Financial Aid determines eligibility based on various guidelines for the following grant programs: Academic Enhancement Grant, NCSU Tuition and Fees Grant, NCSU Tuition Assistance Grant, Need Based Grant, NCSU Tuition Scholarship, Academic Enhancement Scholarship, Auxiliary Fund General Scholarship, NC Fund, Escheats.

Loans (For details, visit [Loans](#))

- **Federal Direct Student Loans**
Subsidized - The subsidized loan is a need-based loan for which the federal government pays (subsidizes) the interest while a student is enrolled at least half-time.
Unsubsidized - The unsubsidized loan is a non-need-based loan for which the STUDENT is responsible for the interest payments, beginning immediately following the disbursement of loan funds.
Canceling loan funds: If you wish to cancel all or part of your loan after the loan funds have been sent to NC State, you should contact the school immediately and pay back all of the loan funds within 120 days of the date your lender sent the loan funds.
- **Federal Direct Parent PLUS loans and Federal Direct Grad PLUS Loans** - The PLUS Loan is a loan in the parent's name, or in the case of a graduate student, in the student's name. The parent/graduate student who applied for this loan will be responsible for beginning to repay the interest and principal of this loan within 60 days after the second disbursement of the loan.
Canceling loan funds: If you wish to cancel all or part of your loan after the loan funds have been sent to NC State, you should contact the school immediately and pay back all of the loan funds within 120 days of the date your lender sent the loan funds.

Federal Work Study (For details, visit [Federal Workstudy](#))

- **Federal Work-Study** - The Federal Work-Study program offers students who have financial need the opportunity to work in a campus sponsored job to help defray some of the costs of education. If you have been awarded federal work-study as part of your award package, please refer to the instructions at www.go.ncsu.edu/federalworkstudy to learn how to find a job to earn what you have been awarded. Please read this information carefully and follow instructions to secure a position in a timely manner.
Note: If you do not obtain a job placement within three weeks of the beginning of the semester (or within three weeks of receipt of your award letter, if your award letter is received after the semester has begun) your work-study award is subject to cancellation.

Outside Scholarships and Other Assistance

- **Outside Scholarships and Other Assistance** - External assistance must be reported to the Office of Scholarships & Financial Aid immediately.

POLICY ON SATISFACTORY ACADEMIC PROGRESS

Students Must Maintain Satisfactory Academic Progress for Financial Aid Eligibility

All students must be making satisfactory progress to be eligible for continued financial assistance. The complete policy is available [here](#)

AWARDS SUBJECT TO CHANGE

Understand Changes in Eligibility (For more details, visit the [Changes to Enrollment](#) section of our website.)

- **Changes in Enrollment**

If you fail to enroll for the required number of hours on which your award was based, drop hours, or withdraw from school, repayment of your financial aid funds will be required. The Office of Scholarships & Financial Aid will verify your enrollment status at the point aid funds are credited to your account (usually just prior to the first day of classes each semester) and again at the end of the add/drop period. Any change in status will likely result in an adjustment to your award and/or a required repayment of some or all of the funds disbursed to you.

Note: Graduating seniors must enroll at least 12 hours per semester to be considered full time for financial aid.

- **Repeating coursework**

Students may repeat coursework they have already successfully passed only once and still receive financial aid for the course. Financial aid is not available for the third repeat of a previously passed course.

- **Courses that do not apply to your degree**

Students may only receive financial aid for courses which apply to their degree requirements. Students that are close to completing their degree requirements should take caution to ensure the courses they take are required for their degree program. Audited courses, non-credit courses, and co-op courses are not aid eligible.

- **Withdrawal and Repayment**

If you withdraw during a semester in which you are receiving financial aid, you may be required to repay some or all of the financial aid you received for the term. The amount of aid you must repay will depend upon your date of withdrawal. Federal financial aid regulations specify that you "earn" your financial aid by remaining enrolled through more than 60% of the entire semester for which you receive aid. If you withdraw prior to that time, you must repay the aid you did not "earn" in accordance with the federal calculation based on the date of your withdrawal. Specific information regarding the University's refund policy may be obtained from the University Cashier's Office. Students who do not officially withdraw but do not successfully complete any of the coursework that they attempt are required to provide confirmation of attendance and their last date of attendance in the course. Repayment of financial aid may be required.

- **Degree Completion**

Students who have completed the requirements for a first bachelor's degree, whether or not they have applied to graduate, are awarded financial aid as second degree students. Second degree students are ineligible for most sources of grant funding but may borrow student loans within aggregate limits if they are enrolled at least half time.

- **Drug Offense while receiving financial aid**

A conviction for any drug offense while receiving financial aid will result in the loss of eligibility for all forms of aid. Under certain circumstances, individuals who have lost eligibility may regain it. Visit <http://www.go.ncsu.edu/aideligibility> and view the links in the drug conviction information bullet for further details.

Alternative Enrollment (For more details, visit the [Program Eligibility Requirements](#) section of our website.)

If you plan to participate in any of these programs, you should notify the Office of Scholarships & Financial Aid so that your aid can be adjusted as required.

- **Cooperative Education (Co-op)**

Because co-op does not carry academic credit or generate a regular tuition bill, participants are not eligible for financial aid during the semester(s) they co-op unless enrolled in other courses for academic credit of at least 6 hours per semester. Co-op participants should report their enrollment to the Office of Scholarships & Financial Aid immediately upon acceptance to a program.

- **Study Abroad**

Students participating in a Study Abroad Program are required to notify the Office of Scholarships & Financial Aid immediately upon acceptance to a program. Financial aid can be used toward the cost of your program abroad provided the classes are applicable toward your currently declared NC State degree, and certain forms are completed. Funding is generally available on the first day of classes for the regular term regardless of when the study abroad program begins. Funds are not available for any study abroad program before the first day of classes for the regular term.

- **Courses at Another University**

Students enrolled in a degree program at NC State and taking coursework at another institution can contact the Office of Scholarships and Financial Aid to inquire if they are eligible to apply for financial aid for the other school's coursework.

YOUR CONTACT INFORMATION

Keep yourself informed and connected.

The Office of Scholarship & Financial Aid often sends information regarding student's financial aid status via email and direct mail through the US Postal Service, so it is imperative that we have your current contact information on record. Keep your contact information current.

NEXT STEPS

Follow these next steps.

Step 1: Go to [MyPack Portal](#). Navigate to Student Homepage>Financial Aid and select the appropriate award year. Open and view all Important Messages including Award Assumptions and confirm enrollment, housing, residency, and academic progress are correct.

Be sure to read the materials provided in My Pack Portal accompanying your award for conditions and responsibilities, policy on satisfactory academic progress, and the [Update Form](#). Verify that the award assumptions are correct. Changes to your enrollment status, housing plans, residency status, etc. may result in changes to your award. If any of the assumptions are incorrect, you must submit the [Update Form](#).

Step 2: Submit the Scholarship Notification E-Form if you will receive an outside scholarship.

If you expect to receive any outside assistance, you must report that aid on to the Office of Scholarship & Financial Aid immediately. Navigate to Student Homepage>Financial Aid and choose the appropriate year. Select Scholarship/Fellowships>Report External Scholarship to submit scholarship information. If you receive additional sources of aid or scholarships your award may be adjusted.

Step 3: Notify OSFA if you will receive other additional assistance via the instructions on the [Update Form](#).

Other assistance, such as sponsorship, Vocational Rehabilitation, tuition reimbursement, NC VA and Graduate Student Support Plan (GSSP) benefits should be reported via the [Update Form](#). If you receive additional sources of aid your award may be adjusted.

Step 4: Accept/Decline your awards at [MyPack Portal](#).

You must Accept or Decline offered aid. Navigate to Student Homepage>Financial Aid and choose the appropriate award year. Select Awards>Aid Agreement. After reading the Aid Agreement, click Submit and select Accept/Decline. Your bill from the University Cashier's Office will not reflect your aid, nor will your aid disburse, until you have accepted your offered aid.

Step 5: Complete the [Master Promissory Note \(MPN\)](#) for any loans you choose to borrow.

First time borrowers of a Federal Direct loan must complete the MPN online at <https://studentloans.gov>.

Step 6: Complete [Entrance Loan Counseling](#) for any loans you choose to borrow.

First time borrowers of a Federal Direct Loan must complete [Entrance Loan Counseling](#) online at <https://studentloans.gov> before loan funds can be disbursed.

Step 7: Send scholarship checks to the Office of Scholarships and Financial Aid.

All outside scholarship checks should be made payable to NC State University and mailed directly to [OSFA](#) for proper credit toward your University charges. Do NOT mail any scholarship checks to the University Cashier's Office or Payment Processing Center. All scholarship checks will be equally divided between the fall and spring semesters unless otherwise requested or directed. To ensure proper administration of your scholarship, you should communicate the [Important Information for Student and Scholarship Donor](#) to your donor.

Step 8: Review your eBILL (Fall: July / Spring: November) from the University Cashier's Office and confirm your aid is noted.

An electronic billing statement (eBILL) will be emailed to you several weeks before the beginning of each semester. Your estimated accepted aid will be reflected on that bill and you will be instructed to pay any remaining balance due. Your eBILL is accessible via MyPack Portal. Navigate to Student Homepage>Student Accounts and select Billing Statements to view your eBILL..

Step 9: Ensure aid is applied toward your University charges, typically during the first week of classes.

Financial Aid awarded or administered by OSFA (except Federal Work Study) is disbursed by the University Cashier's Office. Financial aid must first pay any outstanding tuition and fees, room rent and meal plan charges for each semester. Most funds will be credited directly to your account in the Cashier's Office at the beginning of each semester. If you are due a refund, the excess funds will be sent to you at the start of the semester or as soon as possible after the semester has begun.

Step 10: Avoid unnecessary refund delays and sign up for Direct Deposit on [MyPack Portal](#).

If you are receiving more aid than your billed charges, you may be due a refund of excess financial aid from the Cashier's Office. To receive your refund quickly, you may elect to have it deposited directly into your checking account. To sign up, go to [MyPack Portal](#), navigate to Student Homepage>Student Accounts and select Enroll in Direct Deposit. If you elect not to sign up for direct deposit, a refund check will be mailed to the mailing address you have on file with the University.