Dear Student:

Your Financial Aid Award for the 2014 – 2015 financial aid year is now available in MySJSU. Before you navigate to your award, it is important to read the content of this notice so you are aware of the policies and procedures regarding your financial aid. You should print this notice and keep it for your records. Paper award notices will not be mailed.

Please note your award is contingent upon meeting any and all admission deadlines. If you have questions about whether you have met admission deadlines, contact the Admissions Office at 408-283-7500.

All awards are subject to revision due to state and federal budget changes. Any charge not covered by financial aid is the responsibility of the student.

Step 1: Financial Aid Award Information

Disbursement of Financial Aid funds and fee payment:
Disbursement of funds begins on a weekly basis, starting the first week of the semester. Your financial aid funds will apply to your student account and pay any outstanding fees owed to the university. Students are encouraged to enroll in Direct Deposit. With Direct Deposit, refunds are received faster than a paper check. “Enroll in Direct Deposit” can be found under the Finance section of MySJSU. For more information on direct deposit, visit the Bursar’s Office website.

Fee Deferral Assignment:
Fee deferrals protect classes and delay the payment of tuition fees until after the semester begins. Fee deferrals are temporary and will be removed at the beginning of each semester. To qualify for a fee deferral and prevent enrollment cancellation, it is your responsibility to submit all requested financial aid documents prior to the scheduled payment deadline. It is your responsibility to pay tuition fees if you do not submit your To Do List items to the Financial Aid and Scholarship Office by July 18, 2014. Once fee deferrals are removed, you are responsible for paying all tuition fees due by the set deadline regardless of your financial aid status.

Enrollment requirements for Financial Aid:
Students must be matriculated at SJSU in order to receive aid. Your financial aid award is based on full-time enrollment. Financial aid funds may be prorated for less than full-time enrollment. If you plan to be enrolled less than full-time for any semester, complete the 2014-2015 Student Information Update Form. Below is the definition for both full-time and half-time enrollment.

Full-Time Enrollment:
- 12 units and above for an Undergraduate, Post baccalaureate or Credential program
- 8 units and above for a Graduate degree - 200 level or department approved coursework

Three Quarter Time Enrollment:
- 9 units for an Undergraduate, Post baccalaureate or Credential program

Half-Time Enrollment:
- 6 units for an Undergraduate, Post baccalaureate or Credential program
- 4 units for a Graduate degree - 200 level or department approved coursework.
Dropping Units after Disbursement of Aid
If you receive aid and then drop units, you may be required to repay a portion of the funds. The repayment amount will be determined after the add/drop period has ended.
Go to the Disbursement Policy Page to learn more.

Withdrawal from Classes
If you withdraw prior to the end of the semester, you may be expected to repay funds received which exceed the expenses required to cover educationally related costs, as determined by the SJSU Financial Aid and Scholarship Office.
Go to our Withdrawal Policy Page on our website to learn more.

Academic Progress Hold / Petition
Students who have applied for financial aid enter into an agreement to attend class, complete their assignments, seek tutorial assistance if necessary, prepare for exams, and complete courses with a passing grade. Failure to complete required units, too many years in school, too many units, or academic disqualification will result in an academic hold placed on your aid. A written Academic Progress Petition must be submitted to the Financial Aid and Scholarship Office for committee review after the hold has been determined by the Financial Aid and Scholarship Office.
Go to our Academic Progress Policy Page on our website to learn more.

Consideration of Resources/Award Revisions
Federal and State regulations require that all sources of financial aid, including any outside scholarships, grants, and/or educational loans are taken into consideration. Your financial aid may be adjusted to reflect any additional sources of monetary aid. Failure to report these sources may suspend the continuation of financial assistance or you may be required to repay any or all funds disbursed. Complete and submit the 2014-2015 Student Information Update Form to report additional sources of monetary aid.
Your financial aid award may be revised if you are eligible for an EOP Grant and/or for Cal Grant funding, once our office is notified of your status. Continue to check MySJSU for any changes to your award. Your award is contingent upon funding availability. If funds are insufficient to meet the needs of all eligible aid applicants, San Jose State University reserves the right to reduce all financial aid awards.

Federal and State Financial Aid Limits
Various types of aid (i.e. Pell, SUG and loans) have aggregate limits on the length of time or amounts that a student can receive. The amount awarded is based on the most recent information available to the school. Your award is subject to revision based on updated information received from federal or state agencies.

Federal Work-Study
Federal Work-Study allows you to gain valuable work experience while you earn money to help pay for educational expenses.
For more information, click here: Federal Work-Study

Step 2: Applying for a Student Loan

Federal Direct Stafford Loan Process (Subsidized and Unsubsidized)
For instructions on how to accept your loans view, Accepting a Federal Direct Stafford Loan. You can accept your loans beginning July 1, 2014. The deadline to accept your award is December 1, 2014 for Fall only loans and May 1, 2015 for academic year loans or Spring only loans.

Once accepted and enrolled at least half time, an item regarding the Master Promissory Note will be placed on your To Do List in MySJSU beginning July 2014. If you are a continuing student and borrowed Federal Direct Student Loans for the previous academic year, you are not required to complete the Master Promissory Note.

In addition, first time SJSU loan borrowers will be required to complete the Entrance Loan Counseling online at studentloans.gov beginning July 2014. This will also appear on the To Do List in MySJSU.
**Federal Perkins Loan**
You can accept the Perkins Loan in MySJSU beginning July 1, 2014. If you accept a Federal Perkins Loan, you will be notified by ECSI, the Bursar’s Office servicer, by email or regular mail when you can complete the Perkins Promissory Note and a Borrower Information Sheet. These items need to be completed by the end of the term. For more information about the Perkins Loan Process, go to [Federal Perkins Loan](#) or contact the Bursar’s Office at 408-924-1601 or bursar@sjsu.edu

**Federal Direct PLUS (Parent) Loan Process**
If you are offered and are interested in a Federal Direct PLUS, your parent will need to complete the 2014-2015 [Direct PLUS Loan Application](#) beginning July 1, 2014. The deadline to apply for your loan is December 1, 2014 for Fall only loans and May 1, 2015 for academic year loans or Spring only loans.

If the Federal Direct PLUS Loan is approved, an item will be added to the student’s To Do List in MySJSU with instructions for the parent to complete the Master Promissory Note. If you are a continuing student and your parent borrowed a Federal Direct Plus Loan for the previous academic year, they are not required to complete a new Master Promissory Note. However, a credit check is required annually.

For more information regarding the Parent Plus Loan, go to [Federal Direct PLUS (Parent) Loan](#)

**Federal Direct Grad PLUS Loan Process**
If you are a Graduate student and are interested in applying for the Direct Grad Plus loan, you will need to complete the 2014-2015 [Direct Grad PLUS Loan Application](#) beginning July 1, 2014. This loan is based on credit history.

If approved, an item will be added to your To Do List in MySJSU to complete a Master Promissory Note and Entrance Loan Counseling. If you are a continuing student and borrowed in the previous years, you will not need to complete a Master Promissory Note or Entrance Loan Counseling.

For more information on Grad Plus Loans, go to [Federal Grad PLUS Loans](#)

**Step 3: Do your part**
- Complete your semester units successfully.
- Update your contact information in MySJSU should your mailing/home address, e-mail address, or phone number change.
- Check your MySJSU often for messages and To Do List Items. This is the preferred method of communication from our office.
- We are available to assist you in understanding your rights and responsibilities, with respect to your award and any other financial concerns you may have.
- Completion of a FAFSA application is required each academic year. Apply online at [fafsa.gov](http://www.fafsa.gov). The priority deadline for the FAFSA is March 2.

**Step 4: View your Financial Aid Award**
Navigate to [MySJSU](#) > Self Service > Student Center > Under Finances, click "View Financial Aid"> click on the 2015 aid year

If you have questions you may contact the Financial Aid and Scholarship Office at 408-283-7500 or fao@sjsu.edu.