Award Notice

Academic Year: Fall 2008 - Spring 2009
Financial Aid Year: 2009

Dear Student:

Your Financial Aid Award Notice for the 2008 - 2009 Financial Aid Year is now available for online viewing in MySJSU. Before you navigate to your award, it is important to read the content of this notice, so that 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 for Fall 2008. If you have questions about whether you have met admission deadlines, please email nextsteps@sjsu.edu.

Step 1: Financial Aid Award Information

Disbursement of Financial Aid funds and fee payment:
The disbursement of funds begins weekly, starting the week the semester begins. Your financial aid funds will apply to your student account and pay any outstanding fees owed to the university. The balance of the funds (if any) will be either mailed to you or you can have the funds deposited into a checking/savings account electronically. Click here for information regarding E-Refunds.

All refund checks are mailed by the Bursar's Office to the mailing address indicated in MySJSU.

Fee Deferral Assignment
A fee deferral will be temporarily assigned to your student account. Fee deferrals hold classes and delay the payment of registration fees beyond scheduled payment due dates pending disbursement of funds. All fee deferrals will be removed on September 10, 2008. At that time, all fees will be due regardless of your financial aid status.

Enrollment requirements for Financial Aid
Your financial aid award is based on full-time enrollment. If you plan to be enrolled less than full-time, complete the Student Information Update Form. Financial aid funds may be prorated for less than full-time enrollment. Below is the definition for both full-time and half-time enrollment. Please make sure to return the Student Information Update form, so your funds are not delayed and can be disbursed to you in a timely manner.

Full-Time Enrollment:

- 12 units for an Undergraduate, Postbaccalaureate or Credential program
- 8 units for a Graduate degree - 200 level or department approved coursework

Half-Time enrollment for financial aid:

- 6 units for an Undergraduate, Postbaccalaureate or Credential program
- 4 units for a Graduate degree - 200 level or department approved coursework.
Dropping Units after Disbursement of Aid
If you received aid as a full-time student and then drop units, you will most likely be required to repay a portion of the funds. The repayment amount will be determined after the add/drop period has ended. Go to our policy page on our website to learn more.

Withdrawal from Classes
If you withdraw prior to the end of the semester, you may be expected to repay all the funds you have received which exceed the expenses required to cover educationally related costs, as determined by the SJSU Financial Aid & Scholarship Office. Any fee refunds will automatically revert to the financial aid funding source.

Go to our policy page on our website to learn more.

Academic Progress Hold / Petition
After semester grades have been posted, continuing students may have an Academic Progress Hold placed on their financial aid for the following reasons: failure to complete required units, too many years in school, too many units, or academic disqualification. A written Academic Progress Petition must be submitted to the Financial Aid and Scholarship Office for committee review. If approved, your financial aid disbursement will be released.

Go to our policy page on our website to learn more.

Consideration of Resources/Award Revisions
Federal regulations require that the SJSU Financial Aid & Scholarship Office take into consideration all sources of financial aid, including any outside scholarships, grants, educational loans and/or veteran's benefits. Your financial aid may be adjusted to reflect any additional sources of monetary aid. Failure to report these sources may void the continuation of financial assistance from San Jose State University. You may be required to repay any or all funds disbursed to you. Complete and submit the Student Information Update Form to report additional sources of monetary aid.

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.

First time aid recipients at SJSU
Your financial aid award may be revised if you are eligible for an EOP grant and/or for Calgrant funding, once our office is notified of your status. Continue to check MySJSU for any changes to your award.

Federal Work-Study
Federal Work-Study allows you to gain valuable work experience while you earn money to help pay for college. It provides part-time employment while you are enrolled in school to help pay for educational expenses. The program encourages community service work and work related to your course of study.
For more information, click here: federal work-study

Step 2: Applying for a Student Loan

Federal Stafford Loan Request Form
If your Financial Aid Award Notice indicates that you are awarded a Federal Stafford Loan and you wish to borrow loan funds, follow the steps listed below.

- Download, print, and submit the Loan Request Form from your “To Do” items in MySJSU.
- Select a loan lender. Choose a lender by clicking here, or by clicking on "Types of Aid" and then on "Loans" and then "Lenders" from our website. The lender list is intended to be a tool to assist you in the lender selection process. You may choose any lender that you wish. If you do not see the lender that you would like to borrow from, please contact the lender of your choice and provide the Financial Aid and Scholarship Office with their designated lender code on your loan request form.
- Be sure to complete this form in its entirety and return it immediately - loan processing will take at least 4-6 weeks after we receive the form.
- First-Time Borrowers:
If you are a first-time federal student loan borrower at SJSU, you must complete Entrance Loan Counseling prior to receiving your loan disbursement. You may complete this mandatory requirement online. Go to our website to the Quick links for Loan Counseling or click here: Entrance Loan Counseling

Once your loan has been processed by our office, your lender will send you a Master Promissory Note which must be completed and sent back to your lender in order for the loan funds to be sent to SJSU.

Step 3: Do your part

✓ Complete your semester units successfully.

✓ Update your contact information in My SJSU should your mailing / home address, e-mail address, or phone number change.

✓ Check My SJSU for To Do items and Messages. This is the preferred method of communication from our office about updates, deadlines and other important information.

✓ Consult with 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 new or renewal FAFSA application is required each academic year. Apply / re-apply online at www.fafsa.ed.gov The priority deadline for the FAFSA is March 2 every year.

Step 4: View your Financial Aid Award

Navigate to MySJSU> Self Service > Student Center > under Finances "View Financial Aid" > click on the 2009 aid year