

## **SMSU FINANCIAL AID RECIPIENT'S GUIDE**

This guide, in addition to your financial aid offer, will provide information that you, as an aid recipient at SMSU, must receive and understand. It will also answer some commonly asked questions. Please read through this guide and/or visit the SMSU Financial Aid [website](#) for more information. Wherever possible, within this guide, we will include links to our website which will take you directly to the pertinent web page.

### **Aid Recipient Responsibilities**

- Students must maintain [Satisfactory Academic Progress](#)
- Students must apply annually for financial assistance to demonstrate need.
- Students are responsible for notifying the Student Financial Aid Office of any scholarships they will be receiving from outside sources.
- Students must be enrolled for all courses by the drop/add deadline each term.
- Students must provide accurate and factual information. In addition, students must notify the Financial Aid Office of any change in information submitted such as:
  - withdrawal from school;
  - reduction of number of credits below full-time status;
  - any change in name or address;
  - financial information provided on application forms;
  - defaulting on and/or owing a refund of Title IV funds to any institution.
- Students must be accepted and enrolled in a degree or certificate program.
- Financial aid is provided for the purpose of attending school. It is the responsibility of each recipient to use his/her financial aid for educational purposes and carefully manage the funds provided.
- Students must understand that a portion of or all aid received must be refunded to the appropriate aid programs upon partial or full withdrawal from school. Any aid refunds not paid will cause the loss of further eligibility. ([Federal Regulations concerning University Withdrawal](#))
- Students who are in default on any educational loan will be denied financial aid.

### **Types of Financial Aid**

As an SMSU financial aid recipient your eligibility for aid may include a variety of aid programs (grants, scholarships, work, and loans) received from a variety of agencies. An overview of each type of program can be found on our website under "[Types of Financial Aid](#)"

For information specific to the following aid programs, please visit the specified web page:

- [Federal or State Work Study](#)
- [Federal Parent Loan for Undergraduate Students \(PLUS\)](#)
- [Private Education Loans](#)

### **How much will I owe?**

Until aid applies to your bill (starting the 6<sup>th</sup> day of each semester) you can estimate how much you may owe by subtracting accepted and approved aid for the term from your bill for the term. (NOTE: Authorized student employment awards are not available at the start of the term as payment towards your bill. Instead, you will receive those funds, throughout the term as paychecks for hours worked, to help you with personal expenses.)

Actual charges will be available, for registered students, in mid-July for fall semester and upon registration for spring semester. Bills for registered summer students will be available in early March.

Once charges for the term have been posted by the Business Services Office, you can view them in e-Services under “Bills and Payments”. You can review your current balance in real time, once payments (either from you or financial aid sources) are made to the account.

**What if I receive more aid than my charges for the semester?**

Once your account balance with SMSU is \$0, any funds received will be issued to you by the SMSU Business Services Office in the form of an overage check. Overage checks are directly deposited into your bank account if you have a Direct Deposit account set up with SMSU. If no Direct Deposit account has been set up by the time the overage is issued, a paper check will be mailed to the address on file with the Business Services Office (campus housing, local address or permanent address).

Students may set up a Direct Deposit account and/or update their addresses in e-Services using the “Bills and Payment” and “Account Management” tabs, respectively. Overage checks will be issued twice a week, as needed, beginning on the 10<sup>th</sup> day of the semester.

**Am I able to charge books to my SMSU account?**

Students who have accepted and approved financial aid that exceeds their charges for the semester may be able to charge books at the Barnes and Noble Campus Store (maximum \$1,000). These charges will be added to your semester bill and will reduce the amount of your overage check. The ability to charge books will begin 2 weeks before classes start each semester and will end on the 4<sup>th</sup> class day.