

UTC Financial Aid Information

Fall 2008 – Summer 2009

5 Steps to Financial Aid @ UTC

1. *Complete and e-Sign the FAFSA on the Web.*
 - a. Priority Deadlines: February 15 for Fall 2008 and October 1 for Spring 2009.
 - b. Available at www.fafsa.ed.gov – Remember, the FAFSA is FREE – do not allow anyone to charge you for submission.
 - c. UTC's federal school code is 003529.
 - d. The student and the parent (if dependent) must both sign the FAFSA. E-signature is recommended.
 - e. The Renewal FAFSA on the Web is available for Continuing Students.

2. *Submit all requested documents to the Financial Aid Office.*
 - a. Priority Deadlines: April 1 for Fall 2008 and November 1 for Spring 2009.
 - b. If the student is selected for Verification, we may request prior year tax documents. Check your MocsNet account to see your requirements.
 - c. Other documentation may be requested as necessary via your MocsNet account.

3. *Accept your Financial Aid awards.*
 - a. Priority Deadlines: July 1 for Fall 2008 and December 1 for Spring 2009.
 - b. Award Notification will be sent to your UTC e-mail account.
 - c. From your MocsNet account, select Student Information, enter your Secure Identification (SID), and then select My Financial Aid. "Offered" awards require action by the student.
 - d. Some awards are time-sensitive and may be cancelled after 30 days of student inactivity.

4. *Got loans? Complete all loan-related requirements.*
 - a. Priority Deadlines: August 15 for Fall 2008 and December 15 for Spring 2009.
 - b. Be sure you are enrolled in at least 6 credit hours.
 - c. Complete and e-Sign a Master Promissory Note for your selected lender.
 - d. Complete Entrance Loan Counseling.

5. *Accept your charges with the Bursar's Office.*
 - a. Deadlines: August 7 for Fall 2008 and December 12 for Spring 2009 – classes will be **CANCELLED** if charges are not accepted by the deadline.
 - b. From your MocsNet account, select Student Information, enter your Secure Identification (SID), and then select My Mocs Express Statement. If applicable, you will be provided the option to accept your charges.
 - c. If MocsNet is unavailable, you may call the Bursar at 423-425-4781 or return the statement mailed to you with your Mocs Express Statement.

UTC Office of Financial Aid and Scholarships
Department 4805
615 McCallie Avenue ♦ Chattanooga, TN 37403-2598
(423) 425-4677 ♦ (800) 882-6627
Fax (423) 425-2292
www.utc.edu/FinancialAid/

UTC FINANCIAL AID PROGRAMS

The University of Tennessee at Chattanooga offers financial assistance to qualified students on the basis of need and academic record. Financial need is determined using the Expected Family Contribution (EFC) figure calculated by the U.S. Department of Education, the results of the Free Application for Federal Student Aid (FAFSA). Four types of aid are available at UTC: scholarships, loans, grants, and employment. The following chart is a summary of aid programs, applications & deadlines.

NOTE: No awards will be made until the student has been accepted for admission to UTC. All funds are contingent on the student making Satisfactory Academic Progress, including Federal Parent PLUS loans.

Type of Aid	Description	Required Applications*	Deadlines	
LOAN PROGRAMS	FEDERAL SUBSIDIZED STAFFORD LOANS Long-term, low interest (fixed rate currently starts at 6.0%) loan available through banks, credit unions, or savings and loans. More information may be viewed at www.utc.edu/financialaid/studentloans.php . The amount you borrow Fall and Spring may affect your Summer eligibility.	FAFSA; MPN; Entrance Loan Counseling	All Stafford & PLUS Loans: Deadline to complete UTC Financial Aid file in order to have funds available at fee payment: July 1, 2008 – Fall Nov. 1, 2008 – Spring March 1, 2009 – Summer	
	FEDERAL UNSUBSIDIZED STAFFORD LOANS Long-term, low interest (fixed rate currently at 6.80%) loan available through banks, credit unions, or savings and loans. More information may be viewed at www.utc.edu/financialaid/studentloans.php . Borrower is responsible for accrued interest while attending school. Loan is not need-based.	FAFSA; MPN; Entrance Loan Counseling	PLUS Pre-approval with lender; PLUS MPN; PLUS Info Form	Priority deadline: Complete UTC FA file by April 1, 2008
	FEDERAL PARENT PLUS LOAN (Loans to Parents) Long-term, low interest (fixed rate currently at 8.50%) loan for parents of dependent undergraduate students. More information is available at http://www.utc.edu/Administration/FinancialAid/PlusProcedures.php . Loan is not need-based but is based on credit history.	FAFSA; Stafford MPN; Entrance Loan Counseling; PLUS Pre-approval with lender; PLUS MPN		
		FEDERAL GRADUATE PLUS LOAN Long-term, low interest (fixed rate currently at 8.50%) loan for independent graduate students. More information is available at http://www.utc.edu/Administration/FinancialAid/PlusProcedures.php . Loan is not need-based but is based on credit history.	FAFSA; Perkins Promissory Note (signed at UTC Bursar's Office)	
		FEDERAL PERKINS LOAN Long-term, low interest (5%) loan. Contains provision for cancellation of all or a portion of the loan for certain service professions. Repayment begins 9 months after student graduates or drops below half-time enrollment.		
GRANTS (Undergraduates ONLY unless otherwise noted)	FEDERAL PELL GRANT Direct grant from federal government to the student. Awards currently range from \$400 to \$4,800 per year.	FAFSA	Priority deadline: Complete UTC FA file by April 1, 2008	
	ACADEMIC COMPETITIVENESS GRANT (ACG) Direct grant from federal government to the Pell-eligible student. See www.utc.edu/financialaid/grants.php .	FAFSA		
	SCIENCE and MATHEMATICS ACCESS to RETAIN TALENT GRANT (SMART) Direct grant from federal government to the Pell-eligible student. See www.utc.edu/financialaid/grants.php .	FAFSA		
	FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG) Grant funded by the federal government and awarded by UTC. Funds are limited and awarded on a first come first served basis.	FAFSA		
	TEACHER EDUCATION ASSISTANCE for COLLEGE and HIGHER EDUCATION GRANT (TEACH) Grant funded by the federal government and awarded by UTC. Funds are awarded to students pursuing a career in teaching. Undergraduate, Post-baccalaureate and Graduate students are eligible. Award is not need-based.	FAFSA; Application to the Federal Secretary of Education		
	TENNESSEE STUDENT ASSISTANCE AWARD (TSA) Tennessee's grant program is awarded to eligible Tennessee residents whose Expected Family Contribution (EFC) is 2,100 or less. Funds are limited and awarded on a first come first served basis.	FAFSA	Priority deadline: FAFSA filed before March 1, 2008	
	GEORGIA TUITION EQUALIZATION GRANT (GTEG) Available from the Georgia Student Finance Authority for UTC upperclassmen who are Georgia residents, full-time students, and live within 50 miles of UTC but not within 50 miles of a Georgia state institution.	GTEG application from UTC	Varies; check GTEG application for deadlines	
EMPLOYMENT	FEDERAL WORK-STUDY/COMMUNITY SERVICE LEARNING PROGRAM A need-based program funded jointly by the University and the federal government. Students with documented financial need work 10 to 20 hours a week on campus.	FAFSA	Priority deadline: Complete UTC FA file by April 1, 2008	
	INSTITUTIONAL WORK PROGRAM Financial need is not a factor.	Contact Department of Interest		
	JOB LOCATION AND DEVELOPMENT PROGRAM A part-time employment program funded jointly by UTC and the federal government. This skill-based program places students in local businesses in need of part-time employees. Financial need is not a factor.	Contact Employer as posted on Job Board (JLD)	Deadline: May 1, 2008	
	ACADEMIC SERVICE SCHOLARSHIP PROGRAM A part-time employment program funded UTC. Positions are competitive and selected by a committee. Financial need is not a factor. More information is available at www.utc.edu/FinancialAid/StudentEmployment.php .	Application packet submitted to the Director of Financial Aid		
PERFORMANCE SCHOLARSHIPS	ATHLETICS Recommended by coaching staff at UTC. Stipends vary from nominal amounts to full college costs.	Contact UTC Athletic Department - 425-4494	Call Music Dept. for an audition time.	
	MUSIC Students wishing to participate in the UTC band, orchestra, choral groups or opera workshop should contact the Music Department for auditions. Stipends vary. Early application recommended.	Contact UTC Music Dept: Instrumental - 425-4645 Vocal - 425-4335		
MERIT SCHOLARSHIPS	Freshmen Scholarships are based on academic achievement and test scores. Awarded only to full-time undergraduates. Recipients must be attending the Fall semester after their high school graduation.	UTC Application for Admissions & Scholarships (FAFSA recommended but not required)	Be admitted to UTC by February 1, 2008	
	Chancellor's Scholarship: 3.75 GPA & 30 ACT/1320 SAT considered for \$3,000-In State, \$6,000-Out of State.			
	Provost's Scholarship: 3.5 GPA & 26 ACT/1170 SAT considered for \$2,500-In State, \$4,500-Out of State. (Students that receive the Chancellor's or Provost's will also receive a \$1,000 non-renewable housing stipend the first year if the student lives on campus.)			
	Chattanooga YES Scholarship: \$3,000 per year award. TN residents with demonstrated financial need as determined by the FAFSA will be considered. Additional consideration will be given to students with at minimum 3.0 GPA and a 19 ACT/890 SAT.	UTC Application for Admissions & Scholarships; FAFSA	Priority deadline: FAFSA filed before September 1, 2008	
Andrew D. Holt (2): \$5,000 per year / 4 years.				
UT Alumni Valedictorian: \$1,000 / 1 year award. Awarded to valedictorians of Tennessee high schools.				
Tennessee Education Lottery Scholarships: TN residents who graduate from a Tennessee high school may qualify. Funds may be limited. The TN Lottery Scholarship requires a 3.0 high school GPA or 21 ACT. www.utc.edu/financialaid/TNLottery.php for more information.	FAFSA	Priority deadline: FAFSA filed before September 1, 2008		
Scholarships for Transfer, Continuing and Returning Students range from honorary stipends to full college costs and are usually one-year awards. Criteria vary, but often include major, GPA, and leadership activities and may require faculty recommendation.	UTC Scholarship Application	March 1, 2008		
Transfer Scholarship: \$1,000 per year / 2 years. Students must have a 3.5 GPA and 60 hours completed.				
Phi Theta Kappa: Five scholarships for students transferring from specified TN community colleges.	UTC Application for Admissions & Scholarships	Be admitted to UTC by July 1, 2008		
UNIV. HONORS PROGRAM SCH.	Up to twenty 4-year awards to outstanding entering freshmen awarded on the basis of academic ability, leadership potential, and character.	Contact Honors Program 425-4128	February 1, 2008	

* Application abbreviations: FAFSA=Free Application for Federal Student Aid or Renewal Application for Federal Student Aid; MPN=Master Promissory Note. Applications are available in the UTC Financial Aid Office or on-line at <http://www.utc.edu/FinancialAid.php>.

UTC Office of Student Financial Aid and Scholarships

Standard Policies and Procedures

THIS IS A VERY IMPORTANT DOCUMENT. It contains standard policies and practices governing student financial aid. Please review this carefully prior to accepting your financial aid award. It is recommended that you keep this document for future reference. If there are any questions, please contact your Financial Aid Counselor.

ADDITIONAL AWARDS. You are required to report additional financial assistance from any source (scholarships, loans, grants, stipends, and assistantships) via the Request for Counselor Review Form. The Financial Aid Office is required to adjust need-based awards when other aid received exceeds the student's need.

AWARD NOTIFICATION. Most UTC financial aid award notifications are for your information only. Return the award notification letters only if you are required to do so to accept a scholarship. Most award notifications will come via email to your MocsNet account.

CHANGE OF NAME OR ADDRESS. If you have a name or address change, please notify the Records Office immediately. Letters will be mailed to your local address during the academic year and to your permanent address during the Summer term.

CONFIDENTIALITY. All information submitted to the Financial Aid Office will be held in strict confidence. No release of personal information will be allowed without prior written consent. Students may review their financial aid file by speaking with a Financial Aid Counselor.

CORRESPONDENCE. Your UTC MocsNet e-mail account will be the primary way the UTC Financial Aid Office communicates with you about your financial aid application, including requests for additional documents. ***It is important that you check your MocsNet e-mail account frequently.***

COST OF ATTENDANCE. All students are awarded aid based on nine-month budgets. Copies of standard costs of attendance are available from the Financial Aid Office.

ENROLLMENT. ***Undergraduate students*** must enroll for a minimum of 12 semester hours to qualify as a full-time student, 9-11 hours to qualify as a three-quarter-time student, and 6-8 hours to qualify as a half-time student. Half-time status is required to receive federal aid funds, although less than half-time students may qualify for Federal Pell Grant funds. Federal and State Grant and State scholarship awards are based on your enrollment on the first day of the term or the first date of enrollment thereafter. ***Graduate students*** must enroll for a minimum of 9 semester hours to qualify as a full-time student and a minimum of 6 credit hours to qualify as a half-time student. Merit-based assistance and select grants requires full-time enrollment (twelve hours for undergraduates and nine hours for graduate student).

ESTIMATED AWARDS. If awards are indicated as estimated on the award notification letter and/or the award has not been finalized by the external/internal awarding department/agency, additional documentation may be required. **Estimated awards are considered just that and should not be considered available until they are changed to actual awards.**

FERPA (Family Educational Rights and Privacy Act / Buckley Amendment). This federal law protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." The eligible student must provide written consent to the UTC Records and Registration Office for the parent(s) to be privy to education records if the student is not present.

MAINTENANCE OF ENROLLMENT. If you plan to carry a course load other than what you indicated on your FAFSA, you must contact the Financial Aid Office immediately. If you drop courses or withdraw after the semester begins, the Financial Aid Office must be notified prior to any changes of enrollment.

PAYMENT OF AWARDS. In order to have funds available at the beginning of the Fall semester, students must have a completed financial aid file by July 1 (November 1 for the Spring semester). All funds are disbursed by the Bursar's Office. Bank loans, outside scholarships, and grants are normally disbursed two days after receipt. **All loans are released in two equal disbursements.** Please contact the financial aid office for actual release dates. Earnings from Federal Work Study are paid on a bi-weekly basis. These earnings are deposited in the student's checking/savings

account, or a paper check is printed.

REFUNDS. Refunds are defined as the portion of the maintenance fee/tuition or dorm (not including UTC Place) charges due to be rebated when a student drops courses or withdraws. Students receiving Federal Aid who withdraw from school will have a "Return of Title IV Funds" refund calculated. Please refer to the online UTC catalog or Handbook for more information. UTC reserves the right to bill the student for any Return of Title IV funds amount that exceeds the Institutional Refund amount.

REPAYMENT. Students who withdraw from all classes and who received excess financial aid funds at the beginning of the term may owe a repayment back to one or more financial aid programs.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS. All students must be making Financial Aid Satisfactory Academic Progress in order to receive state and federal financial aid funds. The offer, acceptance, and disbursement of aid are contingent upon the student meeting these standards. Full-time students must complete a minimum of twenty (20) hours per standard academic year (Fall and Spring semesters). Part-time student requirements are pro-rated. Students are suspended from financial assistance if the above conditions are not met or if no progress is made (0.0 GPA or withdrawal). A copy of this policy will be included with your Financial Aid Award Notification and is also available on the UTC Financial Aid web site – www.utc.edu/FinancialAid/. Please check with the Financial Aid Office if you have questions regarding this policy. Your Financial Aid Satisfactory Academic Progress is determined after grades are posted each term. The absolute deadline to appeal for each term is 7 calendar days before classes begin of said term.

SCHOLARSHIPS. Entering freshmen are automatically considered for scholarships if they are admitted by February 1 before their initial Fall semester enrollment. Continuing and transfer students must submit the UTC Scholarship Application by March 1 before each academic year to be considered for upperclassman scholarships. A minimum of twenty-four credit hours must be earned in two semesters. Eight semesters is the maximum duration for any scholarship. Renewal GPA is determined by scholarship type. It is the student's responsibility to inform the Financial Aid Office of any outside scholarships, tuition waivers or stipends they will be receiving. Federal regulations require these other resources to be factored into the student's federal financial aid offer. Check your Financial Aid information regularly on MocsNet.

SUMMER AID. In addition to the FAFSA and other verification documents that may be required, there is an additional summer aid application available January 1 to apply for summer financial aid. **All loans are released in two equal disbursements.** Please contact the financial aid office for actual release dates.

TENNESSEE EDUCATION LOTTERY SCHOLARSHIP (TELS). The priority deadline for the State Lottery is September 1, 2008. Students applying for the Tennessee Education Lottery Scholarships must complete the 2008-2009 FAFSA. TELS Scholarships have unique renewal criteria, and this information is available on UTC's website or in the Financial Aid Office. Please contact the Financial Aid Office if you have further questions.

WORK ASSIGNMENTS. Students that have accepted award offers under the Federal Work Study/Community Service Learning Program (need-based) or the Academic Service Scholarship Program (merit-based) will be notified in August regarding procedures and dates for selecting work assignments. Institutional Work Program (non-need, skill-based) positions are managed by individual departments on campus. Contact specific departments regarding availability of positions. JLD – Job Location and Development (non-need; skill-based) is an off-campus work program. The Financial Aid Office contacts and coordinates job opportunities with employers who desire to hire college students on a part-time basis. Job opportunities are posted in the Financial Aid Office. Apply as indicated.

The University of Tennessee at Chattanooga is an equal employment opportunity/affirmative action/Title IX Section 504/ADA institution. E04-0225-001-99

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5. Accept your charges with the Bursar's Office.