### University of Maine at Fort Kent Financial Aid Office 23 University Drive Fort Kent, ME 04743

Tel. 207-834-7605 Fax: 207-834-7841

### **UMFK's – Summer 2014 Financial Aid Process**

If you would like to be considered for summer financial aid, please be aware that the process is somewhat different than applying for financial aid during the academic year.

#### If you would like to request Summer Financial Aid, please be aware of the following:

- 1. You must be admitted to an eligible UMFK degree program;
- 2. You must meet all Satisfactory Academic Progress (SAP) requirements at the end of the Spring 2014 semester. (SAP = Federal requirements for receiving financial aid).
- 3. UMFK's summer session is the <u>tail end</u> of the current (2013-14) academic year. This means any financial aid received for the current academic year will be considered in the summer review process. As a result, financial aid and loan eligibility may be exhausted, limited or not available.
- 4. Your 2013-14 FAFSA must be on file with us;
- 5. You'll need to register for summer 2014 classes;
- 6. You'll need to provide a copy of your summer registration/summer class schedule (make sure to include your name and Campus ID or Social Security Number on it) to the financial aid office. The preferred time-frame for doing this is **March/April**.
  - a.) If any of the courses you are planning to take are not UMFK courses, you and your Academic Advisor and the Registrar will need to complete an "Away" form.
  - b.) If the courses are not University of Maine System courses, it will be necessary for the other school to sign a Consortium Agreement with UMFK before any funding can be determined for that course. This process cannot be initiated until we have received your completed and approved Away form.
  - c.) The "Away" form is available and can be printed from your UMFK Campus Portal, and/or the campus website at: <a href="https://www.umfk.edu">www.umfk.edu</a> Go to: departments, Registrar Office, Registrar forms.
- 7. To be considered for financial aid, you must complete a <u>Summer 2014 Financial Aid Application form</u>, available from the campus Portal/Website under Financial Aid forms. Search "Summer". There are two summer documents; the information document and an application. If you are reading this online, the application is appended to this document.
- 8. Your request for summer financial aid will be reviewed. If you are eligible for summer aid, a new 2013-14 Award Notice will be generated. This can be viewed on MaineStreet. If you are eligible to receive Summer aid, it will be posted under *summer* aid.
- 9. You must be enrolled at least half-time (6 or more credits) to be eligible for a Direct (Stafford) Loan. If you are eligible for a Direct Loan, the maximum amount you may borrow will be indicated on your summer Award.
- 10. If you wish to borrow the Direct Loan (money) offered to you, you will need to:
  - a. Accept the amount you want to borrow, up to the maximum offered. (You may view and accept your loan in MaineStreet, in your Student Center, under the Finance section.)
  - b. Students who have never borrowed before through Direct Lending will need to complete an Entrance counseling session AND
  - c. Students who have never borrowed before through Direct Lending will need to complete a Direct Loan Master Promissory Note (MPN).

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Both the Entrance Counseling and the MPN can be completed online at: www.studentloans.gov.

Note: The student's FAFSA pin number is required to login. More Direct loan details are available from the campus website at: http://www.umfk.edu/financialaid/loans/stafford/

In general, summer eligibility means you have not yet used up all your eligibility during the previous semesters, or you have advanced a grade level at the end of the spring semester ( (0-23 credits = Freshman, 24-53 credits = Sophomore, 54-83 credits = Junior. The loan limits do not change between Junior and Senior year.

- 11. The quickest way to learn of your Summer 2014 financial aid award is to check MaineStreet. You can access MaineStreet from the campus website, <a href="www.umfk.edu">www.umfk.edu</a>, and by logging in to "My UMFK", available from the top toolbar. You can also accept/decline the Direct Loan offered to you, on MaineStreet, in your Student Center, under the Finance section. Accepting the loan on MaineStreet is your loan application.
- Note: Financial aid summer budgets and awards are created, based (partly) on each student's specific summer class schedule. Budgets are reviewed according to the class schedule the student provides to us. A "change" in a class schedule and/or enrollment may create a change in aid. Therefore, if you have such a "change" (i.e., add a class, drop a class, change a class or withdraw from summer school), it is very important for you to inform the financial aid office immediately! You must provide us with a new copy of your revised class schedule. A new schedule (copy) must be provided to us each time there is a new change. Aid may stay the same, increase or decrease depending on the "change". Adjustments to your University bill may occur.
- Whether or not you are eligible for summer aid, if you plan to take summer classes, **you will need to discuss your plans and make payment arrangements with the business office**. Doing so can prevent late fee charges. You may contact the UMFK OneStop at: 207-834-8650 or the Business Office at: 207-834-7552.
- 14. Once you have applied for your loan and have completed all loan application requirements as mentioned, your summer Direct Loan will be processed and your loan funds will be disbursed no more than 10 days before the start of the summer term. Once disbursed, your loan will be posted as a payment on your student account/bill, which can be viewed in MaineStreet, in your student center, under the finances section.
- 15. Refund checks will be issued to you only when your summer financial aid (including loan money) has been applied and a credit balance exists on your student account. These details are available for you to view on MaineStreet. Contact the UMFK OneStop at: 207-834-8650 or the Business Office at 207-834-7552 if you have any refund or billing questions.

#### **Important:**

- If you decide <u>not</u> to take a summer class (or classes) that you have registered for, it is important for you to withdraw from the class (or classes) in a timely manner. We recommend doing so <u>before</u> the class is scheduled to begin, otherwise you may end up paying (in full) for the class.
- More information regarding the time-frame of dropping classes etc. is available online. Or contact the UMFK OneStop at: 207-834-8650 or the Registrar's Office at 207-834-7520.

# University of Maine at Fort Kent Summer Financial Aid Application 2014

I am an admitted UMFK degree student requesting financial aid for the summer classes indicated on the <u>attached</u> <u>copy of my official Summer registration</u>. (Courses at institutions other than UMFK require a separate form, called an Away form. Form is available from the UMFK Campus Portal (under forms) and/or the UMFK website, <u>www.umfk.edu</u>, under departments, Registrar's Office, and Registrar forms.

#### PLEASE PROVIDE THE FOLLOWING INFORMATION:

I.	Summer Housing Plans: During this summer enrollment period, I will be living: (Check one)			
	off-campus, not with parentsw	vith my parents	UMFK Dorn	m
II.	Summer Registration: Most summer aid requires half-time enrollment (6 or more credits)			
	Number of UMFK credits (just UMFK courses, list "away" courses below)			
	Number of "Away" credits, if any (away form must be on file)			
	I have attached a copy of my Summer 2014 class schedule (Note: Your class registration can be printed from MaineStreet, under your Student Center.)			
III.	I have received financial aid from another sch	nool in 2013-2014	(Check one): YES	NO
IV.	Please list the total amount of scholarships or other assistance you are receiving for summer:  \$			
may b	erstand that if I do not successfully complete the sube adjusted according to U.S. Dept. of Education recommends are summer financial aid and I will be responsible.	requirements, which	h may result in the retrac	ction of part or
Student's Name (Print)		UMFK MaineStreet ID (or last 4 digits of SSN)		
Summer Address: Street, City, Zip Code		Telephone		
Student's Signature		Date		
Unive Finance 23 Un	e return this completed form to: ersity of Maine at Fort Kent cial Aid Office niversity Drive Fort Kent, ME 04743 207-834-7605		For Financial Aid Office us# credits# weeksTuition/fees	se:
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