

FINANCIAL AID AWARD LETTER SUPPLEMENT

PROFESSIONALS STUDENTS

Email Communication

Please be advised that our method of communicating with students is through the callutheran.edu email address assigned to you after admission to Cal Lutheran. Make sure to frequently check this email address or forward it to another email account in order to receive important information in a timely manner, **including** any changes made to your Financial Aid Award.

Hours

Monday – Friday
8:30 a.m. to 5:00 p.m.

Contact

Phone: 805-493-3115
Fax: 805-493-3114
Email: finaid@callutheran.edu

Online

Visit our website for more helpful information

- Financial Aid 101
- Important Updates
- Estimate Your Balance
- Scholarship Information
- Loan Process
- Policies

www.callutheran.edu/financialaid

Questions

Please feel free to contact us with any questions. The Professionals' Financial Aid counselor will guide you through the decision-making process.

Next Steps

- Review this Supplement in its entirety
- [Estimate Your Balance](#) for each term using our online worksheet
- Decide whether or not to borrow loans for the academic year
- Accept or Reject each award online
- Report any other financial assistance to the Office of Financial Aid

General Eligibility

This Financial Aid Award is an estimate. All awards are contingent on the accuracy of the information you provided to the University. CLU reserves the right to change/cancel your award in situations such as:

- a) Receipt of additional financial resources
- b) Change in Expected Family Contribution (EFC)
- c) Incorrect information
- d) Change in enrollment
- e) Failure to submit required documents
- f) Failure to maintain Satisfactory Academic Progress (SAP)

Enrollment Requirements

Your Financial Aid Award is based on your enrollment status each term (as indicated when you completed the [Professionals Application for Financial Aid](#)). Please note that if there is a change to your enrollment status, your award package may require a revision.

Verification

When a student completes the FAFSA they **may** get selected for Verification. The Office of Financial Aid will “verify” the information provided on the FAFSA matches the student’s (and spouse’s, if applicable) actual data on their tax returns and other documents. Students who are selected for Verification will be notified on their Student Aid Report (SAR) and will receive an email from CLU. Federal regulation requires submission of the requested documents to the Office of Financial Aid before your award can be disbursed.

Missing Documents

Through the Financial Aid section in WebAdvisor students can check for outstanding missing documents. If there are differences between your FAFSA and your financial documents, corrections may need to be submitted to the Department of Education and your award may change.

Important Policies for all Financial Aid Recipients

All financial aid recipients must review and adhere to California Lutheran University's policies regarding:

[Satisfactory Academic Progress \(SAP\)](#)

[Institutional Academic Eligibility \(IAE\)](#)

[Repeated Coursework Policy](#)

[Appeals Policy](#)

[Falsification of Financial Information](#)

[Withdrawal and Returning Aid](#)

[Terms and Conditions](#)

[Code of Conduct](#)

[Student Rights and Responsibilities](#)

Directions to Accept/Reject your awards in WebAdvisor

1. Login to WebAdvisor
2. Click "Students"
3. Under Financial Aid, select "Accept/Reject my awards"
4. Choose the appropriate Academic Year from the drop down menu
5. For each estimated award, you must select: "Accept Award" or "Reject Award"
6. If you are planning to borrow loans, you must select: "Yes I want the loan"
7. Submit the actions, review the award, and click "OK"

Additional Steps and Deadlines for Loan Borrowers

Student Loan Process

If this is your **first** time borrowing loans at CLU, in addition to accepting the loan(s) on WebAdvisor, you must sign into [StudentLoans.gov](#) and complete the following:

1. Entrance Counseling
2. Master Promissory Note (MPN)
Select Subsidized/Unsubsidized

Loan Application Deadline

The Priority Deadline to complete all steps to borrow loans is 10 days prior to the first day of classes. All loans require processing time before the funds will be ready to disburse. Students may receive loan funds for a term only if they are currently enrolled at least half-time in that term, and loan funds disburse prior to end of that term. If completion of required steps occurs after 10 business days prior to the end of the term, the Office of Financial Aid cannot guarantee that loan(s) will be processed/disbursed before the end of the eligible timeframe.

Your Awards Being Applied to Your Account

Financial Aid Disbursements

Financial aid is applied directly to your student account each term and will first be used to pay any outstanding charges to CLU. In order for financial aid to be applied to your account all necessary applications and forms must be complete. Should the account not be paid in full after financial aid is applied [and you are not making payments through the Monthly Payment Plan (MPP)], or signed up for Employer Reimbursement, the outstanding balance will accrue interest on a monthly basis. Outstanding balance statements will be delivered to your CLU email account.

Credit Balances and Institutional Refund Policy

If a student's financial aid exceeds costs owed to CLU, the student account will show a credit balance. A credit balance resulting from loans will be automatically refunded after all charges are assessed. If the credit comes from other financial aid sources, the student may request, in writing, a refund or permission to leave the funds on the student account for the following term within the academic year. The refund check will be sent via mail or directly deposited into an account if the student signs up for direct deposit. Any charges assessed after the refund is issued are the responsibility of the student.

Understand Your Award

CLU Institutional Scholarships and Grants

In most cases the total CLU Scholarship and Grant amount may not exceed the amount of tuition. Students must meet Satisfactory Academic Progress and Institutional Aid Eligibility standards in order to be eligible for any institutional aid.

Fast Track Grant

This grant is available to students with financial need who are enrolled full-time in a term. Eligibility is based on the information provided on the FAFSA.

CLU Tuition Remission

Tuition Remission is a benefit for CLU employees and their dependents. Recipients must submit the [Tuition Remission Application](#) to the Human Resource Office **each** term in order to receive funding.

Alumni Scholarship

Students who are the child or grandchild of a graduate of a CLU degree program may be eligible to receive a \$1,000 scholarship for their *first* year of enrollment at CLU.

Congregational Partners in Education (CPE) Match

Students who receive scholarship support from any religious congregation may have that award matched by CLU up to \$2,500 per year. Recipients must submit a [CPE Award Form](#).

Federal and State Grants

Federal Pell Grant*

The Federal Pell Grant is available to undergraduate students with exceptional financial need. Eligibility is based on the information provided on the FAFSA.

For 2015-16, students may receive up to \$5,775 per year.

For 2016-17, students may receive up to \$5,815 per year.

Cal Grant*

These state-funded grants are available to undergraduate students based on eligibility as determined by the [California Student Aid Commission](#) (CSAC) and verified by CLU.

**These grants awards are subject to change/elimination pending government regulations and federal/state allocations.*

Federal Loans

Direct Loans

Direct Loans are awarded to students who complete a FAFSA, meet eligibility requirements, submit all required documentation, and are enrolled at least half-time. This loan is borrowed by the student and no credit check is required. Be advised that there is a maximum amount a student may borrow each year** as well as a total maximum amount that students can borrow throughout their years in college.

There are two types of Direct Loans students can receive:

- **Subsidized Loan:**
Available to students with financial need and the government pays the interest being accrued on the loan while the student is in school.
- **Unsubsidized Loan:**
Is non-need based and the student is responsible for the interest that accrues while in school. It is highly recommended that the student pay the interest as it accrues.

Alternative/Private Educational Loans

An [Alternative Loan](#) is a useful option after all other financial resources are exhausted. Alternative Loans cannot exceed the Cost of Attendance (COA) minus other financial aid.

**Students enrolling mid-year in an academic program may be eligible to receive the full amount of Direct Loan funds up to the annual loan limits as specified by the Federal Government. However, this may result in receipt of loan funds at a higher amount in a single term. If you later intend to enroll for all terms in an academic year, your loan funds will be equally distributed over the terms in which you are enrolled.

For further detailed instructions, please visit our webpage on the [Loan Process](#).