2017-18 Financial Aid Award Guide

The award guide provides information that is essential to understanding the terms and conditions of your financial aid awards. You are responsible for knowing its content.

Changes for 2017-18 aid applicants

File the 2017-18 FAFSA in October 2016 using 2015 income and tax information

Important Note: If you filed a 2016-17 FAFSA and 2015 income and tax information conflicts the 2017-18 FAFSA, the conflict must be resolved for each aid year.

FAFSA verification

The U.S. Department of Education may select your FAFSA for verification of additional items at any time. If your application is selected for verification, WSU will ask you to provide additional information to document the accuracy of your FAFSA information.

Do you have a financial aid plan?

A good academic plan includes calculating how much financial aid will be available to you. Federal aid and many WSU scholarships and grants have annual and lifetime limits.

Federal Pell Grant limits: Receipt of the Federal Pell Grant is limited to 12 semesters of awards for full-time enrollment.

Federal loan limits: Federal Direct Loans (subsidized and unsubsidized) have annual and lifetime limits. Once you reach the limits you will be ineligible to borrow additional loans. In general, you may not receive subsidized loans for more than 150% of the published length of your program. If you lose eligibility for subsidized loans, the federal interest subsidy on the loans end and you become responsible for paying the interest.

If you want to take advantage of the reduced summer tuition rate and plan to pay with loan funds, borrow less than your maximum loan eligibility limit in the fall and winter.

WSU grant limits: The WSU Promise Grant is awarded for four consecutive years to new freshmen and for two consecutive years for new transfer students. Grant recipients are required to pass 24 credits each academic year and maintain satisfactory academic progress.

WSU scholarship limits: Most scholarships are awarded to new freshmen for four years only and to new transfer students for two years only.

Keeping your award

Maintaining financial aid eligibility is an annual process. Not only must you reapply for financial aid every year, but our office required to monitor your eligibility throughout each year.

- Your participation in each course must be confirmed by each instructor. Your aid may be reduced or cancelled if your participation is not confirmed.
- You must maintain at least half-time enrollment to remain eligible for most types of financial aid funds.
- You must maintain satisfactory academic progress toward your degree or certificate.
- You must complete courses. Withdrawing from one class or all classes can negatively affect your eligibility to retain the funds awarded and/or disbursed to you.

Financial aid checklist

- File the FAFSA every year at fafsa.gov.
- Check the status of your financial aid regularly in Academica.
- Check your WSU email account regularly for information from the financial aid office.
- Submit all documents and complete all requirements promptly to avoid delays.
- Create a budget for yourself before you borrow loans.
- Accept or decline your financial aid awards in Academica.
- First-time Federal Direct loan borrowers must complete entrance loan counseling and a Master Promissory Note.
- Parents who would like to apply for a Parent PLUS loan must complete the Parent PLUS loan application and a Parent PLUS loan Master Promissory Note online at studentloans.gov.
- Graduate students who would like to apply for a Grad PLUS loan must complete the Grad PLUS loan application, loan counseling and Master Promissory Note online at studentloans.gov.
Financial aid in Academica

In Academica, you can review your outstanding requirements, accept awards, check your status and more.

Student Resources

Your responsibilities

- Review Academica regularly.
- Read all materials sent to you from the Office of Student Financial Aid.
- Read and keep copies of all forms that you sign and submit.
- File and renew a FAFSA annually if you wish to be considered for aid.
- Read and comply with the registration calendar.
- Read and comply with the academic calendar.
- Pay your student accounts receivable bill (eBill) regardless of your financial aid status.

Reviewing your outstanding requirements

Review your outstanding requirements in Academica:

1. Click on My Financial Aid Requirements
2. Select the 2017-18 aid year
3. Review your requirements

Select Aid Year

Select the Aid Year from the pull-down list below, and then click Submit.

The 2016-17 aid year includes the Fall 2016, Winter 2017 and Spring-Summer 2017 semesters.

The 2017-18 aid year includes the Fall 2017, Winter 2018 and Spring-Summer 2018 semesters.

Eligibility Requirements for 2017-2018 Award Year

<table>
<thead>
<tr>
<th>Unsatisfied Requirements</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Direct Loan Entrance Loan Counseling</td>
<td>Not Received</td>
</tr>
</tbody>
</table>

You must complete entrance loan counseling before your Federal Direct (subsidized or unsubsidized) Loan can be disbursed. Entrance loan counseling can be completed online at studentloans.gov.
**Money management tips**

- Separate your wants from your needs.
- Make a budget (financial plan) and stick to it.
- Review the resources on our website for external scholarship opportunities.
- Pay bills on time to avoid late fees.
- Utilize student discounts and on-campus resources such as the fitness center, libraries and free events.
- Consider a roommate or living at home with parents.
- Eat in the cafeteria if you purchase a meal plan.
- Make shopping lists and stick to them to avoid impulse spending.
- Be a responsible shopper; seek out sales and go to outlets as well as thrift stores.
- Avoid credit cards.
- File the Free Application for Federal Student Aid (FAFSA) at [fafsa.gov](http://fafsa.gov) annually.
- Only take advantage of low interest rate student loans if absolutely necessary.

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**Reviewing and accepting your awards**

Financial aid awards must be accepted or declined in Academica.

- You must accept or decline Federal Work-Study awards within 30 days or the award offer may be withdrawn.
- Federal Direct and PLUS Loans cannot be processed after you cease to be enrolled at least half time for the semester. Loan counseling and promissory notes must be completed.
- A PLUS Loan will not appear on your award before your parent is approved to borrow. Your parent must complete an application and a promissory note online at [studentloans.gov](http://studentloans.gov).

1. **Financial Aid**
   - Accept my Financial Aid Awards
   - Book Voucher Authorization Form
   - Book Voucher Details
   - My Award Information
   - My Financial Aid Requirements
   - My Messages from Financial Aid
   - My Overall Financial Aid Status
   - My Satisfactory Academic Progress

2. **Select the 2017-2018 award year**

3. **Accept all or a partial award amount**

   **Eligibility Requirements**
   - **Student Requirements**
     - Direct Loan Entrance Counseling
       - Before receiving a Federal Direct loan, borrows Entrance Counseling session. You can complete at [www.studentloans.gov](http://www.studentloans.gov).
   - **Academic Progress**

   **Unsatisfied Requirements**
   - Requirement
     - Direct Loan Entrance Counseling

If you accept loans, you must complete loan counseling and promissory notes. After acceptance, review your new requirements in Academica. Complete promissory notes online.

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**Budget**
Loan requirements

After you accept a loan, you may have new requirements to complete:

- Entrance loan counseling is required for all first-time borrowers at WSU.
- Loan promissory notes are required for all loans.

Federal loan entrance counseling

Entrance loan counseling is required for first-time federal loan borrowers and must be completed before loan funds can be applied to your account.

Federal Direct Subsidized, Unsubsidized and Grad PLUS Loan entrance counseling may be completed online at studentloans.gov.

After your loan counseling session has been completed, we will receive notification within a few days.

Federal loan promissory notes

Promissory notes must be signed before a loan can be disbursed.

- Federal Direct Subsidized and Unsubsidized Loans: studentloans.gov. Once completed, the promissory note is valid for 10 years.
- Federal Parent or Grad PLUS Loan: studentloans.gov. Unless an endorser is required, the promissory note is valid for 10 years once it is completed.

Parent PLUS Loan applications

Parents of dependent undergraduates who want to apply for a Parent PLUS Loan must complete the Parent PLUS loan application and a loan Master Promissory Note online at studentloans.gov.

Graduate students who want to apply for a Grad PLUS Loan must complete the Grad PLUS loan application, loan counseling and Master Promissory Note online at studentloans.gov.

Log in with your FAFSA ID at studentloans.gov.

Award revisions

Your award may be revised if:

- You receive additional scholarships and/or other financial aid resources.
- Your FAFSA information changes due to the verification process.
- Your cost of attendance changes.
- Your participation in class is not confirmed by your instructor.

If a revision is made, you will receive an email advising you to review Academica. Contact us to request a revision, or complete the loan revision request form available on our website.

Avoid the burden of high loan debt

- Borrowing can be costly. We recommend you consider borrowing only when you have exhausted all other options.
- Only borrow what you need. Make a budget for yourself to keep your debt within manageable limits.
- Keep in mind that a high loan payment after graduation can limit your options.

For parents

Some students’ spending habits unnecessarily add to college expenses.

Helping your student develop money management skills will be beneficial during college years and throughout life.

- Help her create a budget and find ways to stay on it.
- Help her focus on studying as the top priority.
Satisfactory academic progress (SAP)

Your SAP status is reviewed each semester. You will lose financial aid eligibility if you do not maintain SAP standards. The SAP policy is online at [wayne.edu/financial-aid/receiving/sap](wayne.edu/financial-aid/receiving/sap).

If you lose financial aid eligibility but you have a reasonable plan to meet the standards within a set time frame, you may submit an appeal for reinstatement. See our website for SAP appeal process details.

You are strongly encouraged and advised to see an academic advisor each semester to ensure you are selecting appropriate courses and progressing through your program of study.

Satisfactory Academic Progress Standards

Academic progress is measured at the end of each semester using the following standards:

- **Cumulative Minimum Grade Point Average (GPA):** 2.0 for undergraduate and PharmD. programs; 3.0 for graduate programs.
- **Completion Percentage (Pace):** At least 67% of all credit hours attempted must have passing grades. The pace of progress is calculated by dividing cumulative hours that you have successfully completed by the cumulative hours you have attempted.
- **Maximum Time Frame:** Undergraduate and graduate students must complete a degree or eligible certificate program within 150% or less of the average published credit hour length of the program.

Review your SAP status in Academica

Review your Satisfactory Academic Progress status in Academica.

- Click on My Satisfactory Academic Progress

Create your academic plan in Degree Works

In Degree Works, review your degree requirements and create your academic plan.

Access Degree Works in Academica. Log in with your AccessID and password.

Repeat coursework policy

If you repeat a course, credit hours for each registration will be added to your attempted credit hours total. However, only the most recent grade received in the course will be included in the calculation of your cumulative GPA. **Federal financial aid will pay for only one repeat of a previously passed course.** See our website for more information about repeated courses and their effect on your financial aid eligibility.

Consequences of withdrawing from all classes

Withdrawing from all classes during a semester may affect your ability to meet the Satisfactory Academic Progress standards.

You may be required to repay a portion of your financial aid.

We are required to calculate a return of Title IV funds and refund amount if you receive aid and withdraw or do not attend classes during a semester.

Funds may be returned to the university, state, federal programs and/or your lender. We will determine the amount of aid (if any) that you are eligible to keep.

You must repay your loans even if you do not complete your program.

You will be ineligible for future aid if you do not make loan payments.

Stay Smart.
Finish What You Start.

Consequences of attending less than half-time

You will not be eligible for federal loan funds if you attend less than half-time.

The grace period of your subsidized loans will begin.

You will be responsible for loan payment at the end of each loan’s grace period.

Contact your loan servicer to make payment arrangements or request a loan deferment or forbearance.
The census date policy

The census date policy only applies to students who attend class. Your aid may be reduced or cancelled if your participation in class is not verified by your instructor.

The classes in which you are enrolled on the census date will determine the amount of grant funding you will receive. Your grants will not be increased if you increase your enrollment level after the census date. Your grants will not be reduced if you decrease your enrollment level after the census date. However, if you drop all courses, federal financial aid regulations require WSU to reduce your federal aid based on the percentage of the semester that you have completed. The percentage is determined by dividing the number of weeks you were enrolled by the number of weeks in the semester.

Awards that may be reduced or cancelled include the Federal Pell Grant, WSU Promise Grant, Access Grant, Board of Governors Grant and Federal Supplemental Educational Opportunity Grant (FSEOG).

Enrollment requirements for Federal Direct Loans
You must be registered at least halftime at the time we disburse your federal direct loan funds. When reviewing your enrollment for loan purposes, we are required to review real-time enrollment. More information is available at wayne.edu/financial-aid/receiving/retain.

The consequences of withdrawing may include cancellation of your financial aid and loss of future eligibility. Before you withdraw from courses you will be required to acknowledge the academic and financial consequences by participating in the SMART Check process.

S.M.A.R.T. Check

Stay smart. Finish what you start.
Learn more at go.wayne.edu/smart.

Reporting additional financial aid resources

You are required to notify us of any additional financial resources you receive that are not listed in your award notification. Resources include scholarships, grants, fellowships, employee educational benefits, Michigan Works benefits and stipends. These resources may result in adjustments and/or reduction of the financial aid originally offered.

Verification of your FAFSA

Verification is a process to confirm the accuracy of the information you provided on the FAFSA. At any time, the U.S. Department of Education may select your FAFSA for verification of additional items. Verification selection can be random or due to incomplete, estimated or inconsistent data reported on your FAFSA. If your application is selected for verification, WSU will ask you to provide additional information to document the accuracy of your FAFSA information, which may include a copy of your 2015 tax transcript.

View your requirements in Academica. Your financial aid awards will not be available for payment until verification is completed. Allow time for document review.
Payment of aid and refunds

Financial aid for an academic year is applied in two payments: half for the fall semester and the other half for the winter semester.

- Aid is paid to your student account no sooner than the week prior to the official start of the semester.
- If you have excess aid, you will receive a refund to use for your other educational expenses.
- Financial aid refunds are released within 14 days of payment. Refunds are generated weekly.

Late financial aid applicants will receive funds after an award is offered and accepted, provided other award conditions are completed, such as entrance loan counseling and signing a loan Master Promissory Note.

Within 14 days of payment, you have the right to cancel all or a portion of your student loans by notifying the financial aid office in writing. Include your full name, student number and signature.

Your aid may be reduced or cancelled if your course participation is not confirmed by your instructor.

Review your options at wayne.edu/bursar/refunds. If you do not indicate a preference, a check will be mailed. Review your account in Academica to check for refunds.

Other options to cover costs

We encourage you to pursue all sources of assistance. Any external aid you receive will reduce the amount of loans you borrow and thereby reduce your loan indebtedness. See our website for information about outside scholarships at wayne.edu/scholarships/external.

Special circumstances

We recognize that students may have extenuating circumstances that the FAFSA does not consider. If a significant change occurs in your financial situation (e.g., reduction in income, loss of employment, divorce/separation, death of a parent/spouse), you may submit a Special Circumstance Appeal and request a review of your financial aid eligibility. Please see a Financial Aid Officer to discuss your circumstances and obtain an appeal form.

Other services

Cashier’s Office
The Welcome Center, Room 217
313-577-3650
bursar.wayne.edu/cashier

Student Accounts Receivable
The Welcome Center, fourth floor
313-577-3653
bursar.wayne.edu/accounts-receivable

Records and Registration
The Welcome Center, lobby
313-577-2100
reg.wayne.edu/students/registration.php

School of Medicine Office of Student Financial Aid
For students in the M.D. program
313-577-1039
med.wayne.edu/ume-financial-aid

Law School Office of Student Financial Aid
For students in the J.D. or L.L.M. programs
313-577-5142
law.financialaid.wayne.edu

Military and veterans assistance

The WSU Office of Military and Veterans Academic Excellence can help you with the educational benefit programs available to veterans and their dependents. They can be reached at 313-577-9180 and are located in the David Adamany Undergraduate Library, Suite 1656. You may view your financial aid shopping sheet in Academica. The shopping sheet is a standardized award letter that will allow you to easily compare financial aid packages to make informed decisions.

For more information and links, visit wayne.edu/financial-aid/types/other/veterans.
The bottom line

To determine your eligibility for aid, the financial aid office uses estimates of your costs of attending school. Since the costs are estimates, they may not reflect your actual expenses.

Your actual costs will vary depending on your housing and the number of classes you take. We recommend you take at least 15 credits each semester. There are lifetime limits to the federal aid you can receive and most scholarships are limited to four years.

You are not required to accept a student loan. If you choose to borrow, calculate how much you will need to cover your costs and borrow no more than that amount.

Expenses you will need to consider in addition to tuition and fees include books and supplies, miscellaneous expenses, and transportation if you commute from home.

Below are examples of estimated costs and awards based on 2016-17 rates. If your financial aid is not enough to pay your student account bill, you are responsible for paying the remaining balance.

Living on campus example

<table>
<thead>
<tr>
<th></th>
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<th>Winter Bill</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and fees estimate for 15 credits</td>
<td>$6,384</td>
<td>$6,134</td>
<td>$12,518</td>
</tr>
<tr>
<td>Housing and meal plan estimate</td>
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<td><strong>$11,059</strong></td>
<td><strong>$10,809</strong></td>
<td><strong>$21,868</strong></td>
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</tbody>
</table>

Grants and scholarships

- **WSU Green Scholarship**
  - Fall: $1,250
  - Winter: $1,250
  - Total: $2,500

- **Federal Pell Grant**
  - Fall: $2,960
  - Winter: $2,960
  - Total: $5,920

- **Wayne Access Grant**
  - Fall: $2,174
  - Winter: $1,924
  - Total: $4,098

**Total grants and scholarships**: $6,384 + $6,134 = $12,518

**Needed to cover tuition, fees**: $11,059 - $6,384 = $4,675

Federal Student Loans (with loan fees deducted)

- **Federal Direct Subsidized Loan Offer**
  - Fall: $1,731
  - Winter: $1,731
  - Total: $3,462

- **Federal Direct Unsubsidized Loan Offer**
  - Fall: $989
  - Winter: $989
  - Total: $1,978

**Total student loans**: $2,720 + $2,720 = $5,440

**Needed to cover housing, meal plan**: $10,809 - $6,384 = $4,425

Other options

- **Federal Parent PLUS Loan**
  - Fall: $2,000
  - Winter: $2,000
  - Total: $4,000

The Federal Pell Grant and Wayne Access Grant are awarded based on the estimated family contribution (EFC) determined by your FAFSA information. The Wayne Access Grant is available to eligible students with need who file the FAFSA early. The WSU Green Scholarship is a merit award offered to students based on admission credentials.

The Federal Parent PLUS Loan is not included on your award letter. Parents of dependent undergraduates may apply for a Federal PLUS loan to assist with educational expenses. Unlike other federal loans, the Federal PLUS loan requires credit approval. Parents may apply online at studentloans.gov.

Other options to assist with costs include a payment plan, military and national service benefits and non-federal private education loans.

The financial aid cost of attendance figure is only an estimate of expenses you will have during an academic year. It is not a bill that you will owe. Your actual costs will depend on your housing choices and the number of courses you take.

Remember to budget for books and supplies, miscellaneous expenses, and transportation if you commute from home.

You are not required to accept a student loan. Before you borrow, calculate the amount you will need to cover your costs and borrow no more than that amount.

Expenses you will need to consider in addition to tuition and fees include books and supplies, miscellaneous expenses, and transportation if you commute from home.

To determine your eligibility for aid, the financial aid office uses estimates of your costs of attending school. Since the costs are estimates, they may not reflect your actual expenses.

Your actual costs will vary depending on your housing and the number of classes you take. We recommend you take at least 15 credits each semester. There are lifetime limits to the federal aid you can receive and most scholarships are limited to four years.

You are not required to accept a student loan. If you choose to borrow, calculate how much you will need to cover your costs and borrow no more than that amount.

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Other options to assist with costs include a payment plan, military and national service benefits and non-federal private education loans.
Know what we mean

Common financial aid terms

**Cost of attendance (COA):** The estimated cost of attending WSU for one academic year. The amount includes the following: expected charges tuition and fees (tuition – charges assessed for classes, fees – charges assessed for other college services); room and board for resident students; estimated living expense – allowance for rent, utilities, and food for off-campus living; estimated transportation costs; estimated books and supplies; and miscellaneous costs.

**Current account balance:** The balance presently showing on your student account. This amount updates in real-time whenever new fees or payments are posted to the account. The balance is available in Academica. Click on Student Resources then select Financial Records to find your eBill.

**FAFSA:** The acronym for Free Application for Federal Student Aid. The FAFSA information is used by the U.S. Department of Education to determine financial need for federal financial aid. You must complete the FAFSA every year (available beginning October 1) using the WSU school code 002329. For details and to apply, visit [fafsa.gov](http://fafsa.gov).

**Financial responsibility:** An agreement electronically signed by all students prior to registering for classes each semester. Student accepts full responsibility for paying tuition and fees as well as any costs associated with collecting them.

**Grants:** Generally awarded based on financial need and require no repayment.

**Refund:** Your financial aid will be credited to your tuition account to pay for your tuition, fees and any residential housing charges. When these charges are paid, any remaining aid will be refunded to you by direct deposit into an existing checking or savings account or by paper check mailed to your address on file with WSU. The amount refunded is for you to use for your books, housing, food, transportation and other miscellaneous costs directly related to your WSU education.

**Satisfactory Academic Progress:** To remain eligible for financial aid, you are required to maintain Satisfactory Academic Progress (SAP) each semester. At the end of each semester, the financial aid office will measure your academic progress according to three standards:

- **GPA** — As an undergraduate, you must maintain a minimum 2.0 GPA.
- **Pace (completion percentage)** — You must complete at least 67 percent of your registered courses with passing grades.
- **Time frame** — You must not exceed your program credit hours by more than 150 percent.

If you do not meet any one of the three SAP components, you will be placed in “warning” status for one semester during which you must regain Satisfactory Academic Progress. If you do not achieve academic progress at the end of the warning semester, you will be denied financial aid in the subsequent semester.

**Scholarships:** Gift aid that is awarded on multiple factors including academic achievement, special talent, ability or financial need. No repayment is required. Visit [wayne.edu/scholarships](http://wayne.edu/scholarships) for a complete list. For scholarship opportunities external to the university, subscribe to the Scholarships stream in Academica.

**Student service fee:** Assessed to all students, the fee is used primarily to maintain, upgrade and replace student computing and technology resources on campus. A small portion is also used to fund student activities on campus, and to enhance programs directed toward improving on-campus activities, including athletics.

**Subsidized loans:** Federal direct subsidized loans are for undergraduate students with financial need. The amount you can borrow depends on your financial need (see FAFSA definition), grade level and dependency status. You are not charged interest while you're in school at least half-time and during grace periods and deferment periods.

**Title IV authorization:** Some fees and/or charges that can be assessed on your student account are not automatically paid with federal financial aid (Title IV aid). These fees and charges include a matriculation fee, book vouchers and late registration fees. Students can authorize payment of these fees in the current semester or up to $200 of a prior year balance by signing a Title IV authorization form. If a Title IV authorization is not on file, you will be responsible for paying these fees out of pocket. You can submit the form at [wayne.edu/financial-aid/receiving/titleiv](http://wayne.edu/financial-aid/receiving/titleiv).

**Unsubsidized loans:** Financial need is not a criterion for a Federal Direct Unsubsidized Loan. However, a borrower must receive the maximum amount for which he/she is eligible in a Federal Direct Subsidized Loan before receiving an unsubsidized loan. Because financial need, demonstrated via the FAFSA, is a criterion for the subsidized loan, the FAFSA also is necessary to borrow a Federal Direct Unsubsidized Loan.

**Verification:** The process by which the accuracy of the information provided on the FAFSA is confirmed. You may be asked to provide documentation such as a tax transcript. Verification status and document requirements can be viewed in Academica.

**Work-study:** A form of need-based federal financial aid. Work-study provides students with part-time employment opportunities in a variety of on- and off-campus jobs.