

This Guide is intended to help you understand your Award Letter and the various funds you may have been awarded, how to apply for work-study and loans, charge books, and other financial aid related information and processes.

**HOW DO I READ THE AWARD LETTER?** The awards are listed in a table format just like in the example below. Funds are listed along the left, and enrollment levels are listed along the top. The award amount, in dollars, is listed where the fund and enrollment intersect. If there are no numbers listed next to a fund, or a fund is not listed, then you are not eligible for that fund.

**EXAMPLE**

Fall Credits	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15+
Unsub Federal Direct Loan	0	0	0	0	0	2750	2750	2750	2750	2750	2750	2750	2750	2750	2750

**EXPLANATION OF THE FUNDS ON THE AWARD LETTER**

**Federal Pell Grant (Pell)** is a need-based grant fund that does not require repayment and was calculated by the U.S. Department of Education (ED) math formula using the information on your FAFSA.

**Federal SEOG Grant (SEOG)** is a grant awarded to the neediest of students – Pell eligible - that does not require repayment. We are given a small amount of this fund each year and it is awarded on a first come, first served basis.

**Minnesota State Grant (MNSG)** is a need-based grant awarded to Minnesota residents that does not require repayment.

**\* You do not need to complete any more forms to receive the grants listed above–this is the end of the grant application process. Once you have earned a bachelor’s degree, however, you are no longer eligible for these grants.**

**Federal Direct Loan** is a Federal Loan that must be paid back. The amounts listed on your award letter are calculations of your eligibility. If you receive any subsequent, additional funding, your loan eligibility may change. Also, if this is your last term at FDLTCC, your loan eligibility may change due to Proration (term credits/24 credits). To receive the loan funds you were awarded, you must be registered for 6 or more credits and complete a separate application anytime during the semester up to 5 business days before the end of the term. To apply, go to [www.fdlcc.edu/](http://www.fdlcc.edu/) > Log In (upper right) > Campus Account Access > Enter Star ID and Password > Financial Aid > select the correct term > Loans and complete all three (3) steps in the Direct Loan Application process. You do not have to begin repayment your loans until 6 months after you drop below 6 credits.

- **Subsidized portion:** No interest accrues until six months after you drop below 6 credits, including graduation.
- **Unsubsidized portion:** Interest accrues while taking classes.

When borrowing any type of loan, please consider the amount you will have to repay later. If you borrow student loans and at any time find that you can't make the payment, call your lender. Other repayment options may include a reduced payment, no payments, a payment amount tied to your income, and more. You have control and can prevent going into default!

All awards on the Award Letter are considered ESTIMATES until disbursed. After funds have been disbursed, if you receive additional funding or we receive new information affecting your eligibility, funding amounts may have to be adjusted or reduced.

**ADDING, DROPPING, AND WITHDRAWING FROM CLASSES**

Adding, dropping, and withdrawing from classes have an impact on your financial aid. Your financial aid is disbursed based on the classes you are enrolled for at the end of the Add/Drop period. If you add or drop after disbursement, your financial aid may be adjusted. Also, if you withdraw before receiving your financial aid, it may not pay for the classes from which you withdraw. If you never attend a class and receive Financial Aid for that class, you may have to refund some or all of your Financial Aid.

**BASIC NEEDS RESOURCES**

FDLTCC has supports and services to help students in a variety of areas including food, housing, and more. For more information, visit our website at <https://fdlcc.edu/student-support/basic-needs-resources/>.

## BOOKS - BUYING AND CHARGING BOOKS

When we processed your Award Letter, we also notified the Bookstore that you are eligible to charge your books. So, don't waste your time at the Financial Aid Office, go directly to the bookstore! Bring your class list with you to ensure that you buy the correct books. You can only charge books through the eighth day of the term.

## CHILDCARE EXPENSES

If you are eligible for the Minnesota State Grant, have children in childcare, are not receiving Child Care funding from any other source, and meet certain income requirements, you may be eligible for the Minnesota Post-Secondary Child Care Grant. Please contact the Financial Aid Office for more information about eligibility and the application process.

## COSTS USED WHEN CALCULATING FINANCIAL AID ELIGIBILITY

According to Federal Regulations, institutions are to use certain expenses in the calculation of financial aid.\* The total of these expenses is the annual Cost of Attendance (COA). FDLTCC's COA reflects average expenses in both the Cloquet and Duluth area. This figure is used only in the calculation of your Financial Aid Eligibility.

Tuition/Fees (based on 15 credits/term):	\$ 6222.00
Books/Materials/Supplies/Equipment (estimate):	\$ 1200.00
Living Expenses (averaged):	\$ 10690.00
Transportation (averaged):	\$ 3360.00
Personal Expenses (averaged):	\$ 6362.00
<u>Loan fees (average if borrowing maximum):</u>	<u>\$ 84.00</u>
COA (total of all expenses):	\$ 27918.00

\*Please contact the Financial Aid Office if you have materials and/or expenses specific to your major to see if they impact your eligibility.

\*\*To review your bill - current actual costs - go to your FDLTCC online eServices account at [www.fdlccc.edu](http://www.fdlccc.edu) > Log-in (upper right) > Campus Account Access > Enter your Star ID and password > Bills and Payment > select Show All Detail.

## DECREASES IN INCOME, EXCESSIVE OUT-OF-POCKET EXPENSES, AND SPECIAL CIRCUMSTANCES.

Some circumstances and costs can impact financial aid eligibility. If you or your parents have any of the following circumstances, please contact the Financial Aid Office:

- Decrease in your and/or parent's income since the year's income information you entered on the FAFSA
- Excessive out-of-pocket expenses (medical, dental, other)
- Other circumstances not listed that you think may affect your financial aid eligibility

## DISBURSEMENT INFORMATION

FDLTCC has a passive, affirmative, voluntary consent policy regarding financial aid paying for charges. We assume that we have your permission to apply financial aid – most all forms of funding, except if it is specifically intended by the funding source and allowed by financial aid regulations to not be applied to charges – to all charges at the college. If this is not the case, please contact the Financial Aid Office.

FDLTCC applies financial aid to your bill beginning about a week after the end of the Add/Drop period. If there are any funds left over, they will be disbursed to you via BankMobile using the method you chose when you set up your BankMobile account. Upon completion of Admission, a BankMobile Refund Selection Kit will be sent to the address you have given FDLTCC. You will have two disbursement options: (1) use your personal bank account ("Another Account"), or (2) create a BankMobile Vibe account (for a monthly fee of \$2.99). Please make your BankMobile disbursement choice ASAP to ensure timely disbursement.

All awards on Award Letter are considered ESTIMATES until disbursed. After disbursement, if you receive additional funding or we receive new information affecting your eligibility, funding amounts may have to be adjusted or reduced. **If you have funds left over after disbursement, we STRONGLY RECOMMEND you save/budget those funds to use throughout the term.**

Your FDLTCC account is credited with each source of funding as described below. To check if you have funds leftover or you still owe the school money, go to [www.fdlccc.edu](http://www.fdlccc.edu) > Log In (upper right) > Campus Account Access > Enter Star ID and Password > select the correct term > > Bills and Payment > View Account > Show All Detail.

**Pell, SEOG, and MNSG** are disbursed beginning about a week after the end of the Add/Drop period for a term, or 3-4 business days after you receive your Award Letter, whichever is later.

**Loan funds** are sent in **two separate “half” payments** to the College’s Business Office by Electronic Funds Transfer (EFT) to your BankMobile card or personal bank account, depending on which option you chose. First time borrowers have to wait 30 days after the first day of the term before their first loan payment is disbursed. The rule of thumb is that loan funds are available in the Business Office 3-4 business days after the disbursement date listed on [www.fdlccc.edu](http://www.fdlccc.edu) > *Log In (upper right)* > Campus Account Access > Enter Star ID and Password > Financial Aid > select the correct term > Loans.

**Minnesota Indian Scholarship and Tribal Funds** are sent from their sources to the FDLTCC Business Office based upon when you completed your financial aid file and tribal forms. The Notification Letter(s) that you receive from each funding source will list when they send the funds to FDLTCC. Apply at <https://mnaid.guarantorsolutions.com/studentportal/>

**North Star Promise (NSP):** If you are eligible for North Star Promise (NSP) you will have an estimated award on your eServices account. Once disbursement begins, all other grants are disbursed first, then NSP pays only the remaining unpaid tuition/fees. If you have NSP disbursed and later receive other funding your NSP must be recalculated and may be decreased or replaced. For more information go to <https://fdltcc.edu/paying-for-college/north-star-promise-scholarship/>.

#### **EMAIL – FDLTCC’S OFFICIAL MODE OF COMMUNICATION IS YOUR FDLTCC STUDENT EMAIL ACCOUNT**

You can login using your StarID at [www.fdlccc.edu](http://www.fdlccc.edu) / > Login > Email Account Login. We communicate with you this way so check it often! Also, use it when communicating with FDLTCC staff, faculty, and administrators. FDLTCC has a passive, affirmative, voluntary consent policy regarding electronic communication. We assume that you are willing and able to access and receive financial information electronically and that we have your permission to communicate this information with you via email and the eServices website. You have the right to opt out and request a paper copy of any communication. This request must be made in writing and submitted to the Financial Aid Office.

#### **GENERAL INFORMATION**

The College is required per regulations to revise your Financial Aid Award(s) based upon updated information, the awarding of other funding, and availability of funds. If you receive any scholarships, grants, stipends, waivers, or any other source of funding, you must notify the Financial Aid Office as it may affect your financial aid eligibility. If this is your last term at FDLTCC, your loan eligibility may change due to Proration (term credits/24 credits). If you have not done so already, you must submit a current Academic Transcript from all schools you previously attended to the Admissions Office, even if you transferred from another college mid-year. For more information on financial aid go to [www.ohe.state.mn.us](http://www.ohe.state.mn.us) or [www.studentaid.gov/](http://www.studentaid.gov/).

#### **LOANS - YOU MAY BE ELIGIBLE FOR ADDITIONAL LOAN FUNDS**

If you need more funding than was on your Award Letter, check out other loan options at [www.fdlccc.edu](http://www.fdlccc.edu) / > Paying for College > Loan Application Process > Loan Options.

#### **NOTIFICATION OF AWARD LETTERS, REVISED AWARD LETTERS, AND OTHER FUNDING**

We will email you when your Award Letter and any revisions have been posted to your eServices (online) account. To download your Award Letter or check on awards and funding, go [www.fdlccc.edu](http://www.fdlccc.edu) > *Log In (upper right)* > Campus Account Access > Enter Star ID and Password (“Need Login Help” to activate/reset) > Financial Aid > select the correct term > Awards by Credit Level.

#### **ONLINE CAPABILITIES AT FDLTCC (eServices)**

You can do most all your school related business online, such as register for classes, apply for loans, pay your bill, and much more. Access your online eServices at [www.fdlccc.edu](http://www.fdlccc.edu) > *Log In (upper right)* > Campus Account Access > > Enter Star ID and Password (“Need Login Help” to activate/reset).

#### **PARENT’S INFORMATION NEEDED ON FAFSA?**

If based on the FAFSA questions you are required to provide parent’s information, but you have extreme, unusual circumstances that you think should be considered, such as violence or abuse, or it isn’t safe, healthy, or reasonable for you to have contact with your parent’s, please contact the Financial Aid Office to see if you could process your FAFSA without your parent’s information. Parents refusing to contribute to their child’s education or are unwilling to provide information on the financial aid application, or the student not living with parents are not circumstances where parent’s information can be excluded from FAFSA.

#### **PAYING FOR TUITION AND TUITION DEFERMENT**

The payment of your tuition can be deferred IF your FAFSA is on our database fifteen days before the start of the term. Otherwise, you must complete and submit an “Administrative Deferment Request” form to the Business Office (available at <https://fdltcc.edu/paying-for-college/tuition-and-fee-payments/>) and make the appropriate payment before the first day of the

term, or you will be dropped from your classes. Please refer to the College Catalog regarding the Federal, State and FDLTCC Institutional Add/Drop and Refund policies.

## **POLICIES - SCHOOL, ACADEMIC, AND FINANCIAL AID POLICIES AND INFORMATION**

- Policies: <https://fdltcc.edu/?s=policies> and <https://fdltcc.edu/about-us/policies-reports/academic-campus-policies/>
- Student Handbook: <https://fdltcc.edu/academics/student-handbook/>
- College Catalog: <https://fdltcc.edu/academics/catalog/>

## **RIGHTS AND RESPONSIBILITIES**

### **You have the right to:**

- Receive sufficient information to understand FDLTCC's Financial Aid Policies and Procedures.
- Apply for Financial Aid.
- Receive fair and equitable consideration for Financial Aid on a first come, first served basis.
- Discuss eligibility with Financial Aid Staff.
- Request consideration of changes in your application information.
- Appeal decisions regarding your eligibility.
- Request information regarding your loan indebtedness, and repayment options.
- Contact the U.S. Department of Education Student Financial Aid Ombudsman at (877) 557-2575 if you have problems, issues, or questions regarding your financial aid, loan balances, status, and repayment.

### **You have the responsibility to:**

- Read and respond to all information requests, notifications, and letters - monitor status of all applications to completion.
- Start a file for all Financial Aid forms, receipts, and records.
- Become knowledgeable about the Financial Aid process and related policies by reading all the emails the school sends to you, reading the school's printed materials, reviewing information posted to FDLTCC's Financial Aid website, reading flyers posted outside of the Financial Aid Office, and consulting with Financial Aid Staff. **WHEN YOU DON'T KNOW, ASK!**
- Become informed of Federal and Minnesota State Financial Aid eligibility requirements via [www.studentaid.gov](http://www.studentaid.gov) or 800-433-3243 (Federal) or [www.ohe.state.mn.us](http://www.ohe.state.mn.us) or 651-642-0567 (Minnesota);
- Become informed of FDLTCC's [policies](https://fdltcc.edu/admissions/about-us/policies-reports/academic-campus-policies/) at [fdltcc.edu/admissions/about-us/policies-reports/academic-campus-policies/](https://fdltcc.edu/admissions/about-us/policies-reports/academic-campus-policies/);
- Confirm that the school's Records Office has your current address, phone number, and email address.
- Maintain Satisfactory Academic Progress as defined by the FDLTCC [Academic Progress Policy](https://fdltcc.edu/about-us/policies-reports/academic-campus-policies/) at <https://fdltcc.edu/about-us/policies-reports/academic-campus-policies/>;
- Meet all application deadlines published by the Financial Aid Office.
- Consult with the Financial Aid Office before you change enrollment (add, drop, or withdraw).
- Repay all Federal, State, and Private student loans you borrow, per the terms of each respective loan.
- Pay for your classes. If financial aid doesn't cover all costs, you must pay the balance.

## **SCHOLARSHIPS AND TRIBAL FUNDING**

Inquire at your Reservation's Education Office, family's employers, career field, private businesses, etc., for scholarship opportunities. Also, check the scholarship sites linked on our webpage at <https://fdltcc.edu/paying-for-college/scholarships/>

## **SUMMER FINANCIAL AID**

If you think you may be attending summer classes, plan ahead! Summer is the last term in FDLTCC's Academic Year, and most students who attend a summer term have already attended the previous Fall and Spring semesters, either at FDLTCC or another school. Students are eligible for only a set amount of financial aid each year even if they have attended more than one school, so you may have little to no financial aid left over to help pay for your summer expenses. There is no summer financial aid application. We automatically calculate and post summer Award Letters to their eServices account. Direct Loans must be listed on your Summer Award Letter AND you must be registered for 6 or more credits if you want to receive Direct Loan funds during the summer. If you want to know if you have Financial Aid remaining for summer, please contact the Financial Aid Office.

## **VETERANS RESOURCES**

Many education benefits are available to advance the education and skills of veterans and military service members. Spouses and family members may also be eligible for education and training assistance. For more information on Veterans Resources, go to our Veterans Resources page at <https://fdltcc.edu/register-for-classes/veterans-resources/>. Also, the Minnesota GI Bill program was established in 2007 to provide postsecondary financial assistance to eligible Minnesota veterans and service members as well as eligible spouses and children of deceased or severely disabled eligible Minnesota veterans. The program is administered by the

Minnesota Department of Veterans Affairs (MDVA) and more information can be found at <https://mn.gov/mdva/resources/education/minnesotagibill/>

#### **WORK-STUDY**

**Federal Work-Study (FWS)** or **MN State Work-Study (SWS)** is a form of financial aid that you may earn during the academic year working a work-study job. There are only a limited number of work-study jobs on campus. If you are interested in finding out if you are eligible for a Work-Study job on campus, please contact the Financial Aid Office.

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