

FACTS FOR FACULTY

From the Director of Student Financial Aid, Joyce Morrow

We are pleased to provide the first edition of “Facts for Faculty,” a newsletter designed to aid faculty and staff in understanding the sometimes complex world of student financial aid. This newsletter will provide valuable information to assist you in working with and advising students. Please take the time to complete the short “Request for Comments” on the last page. You may return this evaluation to Joyce.Morrow@uni.edu or campus mail code 0024. Your comments are extremely important to our assessment of this educational tool.

Financial Aid Academic Progress Requirements

You may often advise a student about dropping a course or taking an incomplete. One important item to consider in your discussion is Financial Aid Academic Progress requirements. Federal regulations require students to demonstrate progress toward a degree each semester and complete their degree within a specific time frame. It may be beneficial to review the following information when working with a student advisee:

- 1.) Make satisfactory progress toward a degree during each semester as stated below:
 - If initially enrolled for 12+ hours—must complete a minimum of 9 hours
 - If initially enrolled for 6-11 hours—must complete a minimum of 6 hours
 - If initially enrolled for 1-5 hours—must complete all enrolled hoursGrades of A, B, C, D, Cr, X, or P are counted as meeting the minimum completed credit hours. Failed classes, audited hours, incomplete grades, and withdrawn classes do not meet the requirements of academic progress.
- 2.) Complete a degree within the time frame as stated below:
 - Students seeking their first BA have 12 full-time semesters, 18 three-quarter time semesters, 24 half-time semesters, or 160 credit hours to complete their degree.
 - 2nd BA, Teaching Certification, 1st MA, and 1st Doctoral students have 6 full-time semesters, 9 three-quarter time semesters, 12 half-time semesters, or 60 credit hours to complete their degree.
 - 2nd BA, 2nd MA, or 2nd Doctorate after beginning a 1st MA must be funded by the student without financial aid. Exceptions may be allowed through the appeal process.

Students who do not maintain academic progress for two semesters will forfeit their eligibility for financial aid. Students have the opportunity to appeal through the Office of Student Financial Aid. During the appeal process a plan of study signed by a student’s advisor will need to accompany the appeal. This plan will demonstrate the sequence of courses the student will need to complete to receive a degree. Please contact **Tim Bakula at 3-2722** if you have questions.

Facts for Faculty continued

TEACH Grant

The Federal TEACH Grant program provides grants of up to \$4000 per year to students who intend to teach in a high-need field in a public or private elementary or secondary school that serves students from low-income families. In exchange for receiving the grant, students agree to serve as a full-time teacher in a high-need field and a low-income school for at least four academic years within eight calendar years of completing the program for which they received the grant. If they fail to meet this service obligation, all amounts of TEACH Grants received will be converted to a Federal Direct Unsubsidized Stafford Loan which must be repaid to the U.S. Department of Education with interest accrued from the date(s) of disbursement.

Students must file the FAFSA to be considered for the grant, although the grant is not based on financial need. Students may qualify based on a cumulative GPA of 3.25 or an ACT or SAT test score above the 75th percentile.

You can find out more information about which majors/minors at the University of Northern Iowa qualify for this grant at:

http://www.uni.edu/finaid/pdf/TEACH_Info_Sheet.pdf

Please contact **Deb Bartels at 3-2354** if you have questions.

Electronic Student Employment Approval Form

The UNI Student Employment Approval Form (SEAF) is now available online. We encourage all faculty and staff who previously completed the paper version of the form to transition to the online SEAF.

To receive access to the online SEAF, individuals will have to complete a **MEMFIS Authorization for Access to Advanced UNI Time and Self-Service Functionality** found within the MEMFIS Forms Repository. The Student Employment Office will no longer accept paper student employment forms after June 1, 2009. Please contact **UNI Student Employment at 3-6394** if you have questions.

Scholarship Selection Deadline

Scholarships help with recruitment efforts and may be an integral reason why students select UNI as their school to attend. Departments can assist in this process by entering scholarships on the financial aid scholarship application (FMAP) screen as soon as recipients are selected. Since scholarships are an important piece of the financial aid award, information should be entered on the FMAP screen now so prospective students and parents will have a complete picture of their financial aid package.

Please contact **Juanita Wright at 3-2386** if you have questions.



Financial Aid Staff

Seated (left to right): Evie Waack, Financial Aid Specialist; Juanita Wright, Assistant Director; Nancy Boleyn, Assistant Director.

2nd row (left to right): Andrea Krafka, Processing Clerk; Denise Parks, Scholarship Processing Clerk; Heather Soesbe, Assistant Director; Tammi Dean, Processing Clerk.

3rd row (left to right): Deb Bartels, Loan Services Coordinator; Del Jaramillo, Financial Aid Counselor; Tim Bakula, Assistant Director; Renae Mulder, Customer Service Assistant; April Schmiesing, Department Secretary; Joyce Morrow, Director.

UNI Financial Aid Quick Facts

- \$116 million in aid awarded annually
- 84% of undergraduate students received aid
77% of graduate students received aid
84% of all UNI students receive aid
- 70% of the undergraduate population borrows
Over \$76.2 million in loans processed annually
- 78% of the undergraduate population graduate with debt
22% of the undergraduate population graduate without debt
Average loan indebtedness upon graduation is \$24,176
- At UNI over 8,800 undergraduate students file the Free Application for Federal Student Aid (FAFSA). Total need of FAFSA filers: \$76 million of which only \$21 million is met by grant/scholarship assistance.

Important Dates

Enter scholarships on FMAP screen **now**

June 1—Deadline for 2010-11 Common Scholarship Application
departmental revisions

June 1—Last day to submit **paper** student employment forms

Mid-August—I-9 Student Employment Training

SMART Grants for Math and Science Majors

Academic Progress within Major - Certification Form

Students awarded the National Science and Mathematics Access to Retain Talent (SMART) Grant for more than one semester are required to have their **academic advisor complete the SMART Grant Academic Progress within Major Certification Form** to continue their eligibility for the grant. Certification must be on file in the Office of Student Financial Aid indicating that students are progressing successfully within their SMART-eligible major before the SMART Grant can be applied to their university bill each semester.

The Office of Student Financial Aid will email the request for the SMART Grant Academic Progress within Major Certification Form to students who received the grant in a prior semester. Academic advisers should only complete a progression form for students who request them. They must indicate if the student maintained academic progress within his/her major during the most recent semester. Forms requested toward the end of the fall semester must be completed based on the student's fall classes indicating progress toward his/her major during the fall semester. Forms requested toward the end of the spring semester must be completed based on the student's spring classes indicating progress toward his/her major during the spring semester.

The following additional criteria must also be met by the student to remain eligible for the SMART Grant:

- US citizen or eligible non-citizen
- Eligible for a Federal Pell Grant
- Enrolled at least half-time in a degree program
- Major in physical, life or computer science; engineering; mathematics; technology; or a foreign language critical to our national security
- Be a junior (60-89 hours) or senior (90-120 hours)
- Have at least a 3.0 cumulative GPA (monitored each semester prior to disbursement of SMART Grant funds)

If you have questions about completing the Smart Grant Academic Progress within Major Certification Form, please contact **Tammi Dean at 3-6218** or **Heather Soesbe at 3-7613**.

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www.uni.edu/finaid

Please complete this "Request for Comments" and return to Joyce Morrow
Mail code 0024 or email to Joyce.Morrow@uni.edu

1. Did you find this newsletter to be useful? _____ yes _____ no
2. Suggestions for future topics or general comments _____
