

# FINANCIAL AID INFORMATION AND POLICIES

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**Student Financial Services (SFS) Mission Statement:** Student Financial Services exists to empower students to make informed decisions regarding funding their Liberty University education by providing unrivaled access to institutional resources, federal and state aid, and military benefits. We come alongside students to help fulfil their God-ordained purpose by providing exceptional customer service and innovative solutions and programs while maintaining the highest standards of accuracy and compliance.

The Financial Aid Office coordinates and administers the financial aid programs for the University. The Financial Aid Office provides financial assistance to all eligible students. The student and the student's family are primarily responsible for the cost of higher education. A student who needs financial assistance is expected to contribute by working or borrowing a reasonable portion of the funds needed for educational expenses. The student's family, as applicable, is expected to make a maximum effort to assist in the payment of the expenses involved.

Financial aid is available to eligible students to help meet education-related expenses. The types of financial aid available include grants, scholarships, employment, loans and external aid sources. Grants and scholarships are "gift aid" and do not need to be repaid. Employment offered as a type of financial aid is paid at a pre-determined rate for work actually performed in an approved work study job. Loans must be repaid to the lender based on the terms of the signed master promissory note and agreed repayment plan, typically after the student leaves school. The Financial Aid Office processes several different forms of external aid for both Online and Residential students. The Financial Aid Office does not approve or deny any form of external aid but will process what has already been approved by a donor or funding entity.

In an effort to keep student's interest as top priority, and in accordance with 34 CFR 668.14(22)(i), the Financial Aid Office does "not provide any commission, bonus, or other incentive payment based directly or indirectly upon success in securing enrollments or financial aid to any person or entity engaged in any student recruiting or admission activities or in making decisions regarding the awarding of title IV, HEA program funds, except that this limitation does not apply to the recruitment of foreign students residing in foreign countries who are not eligible to receive title IV, HEA program funds."

## All applicants for financial aid are required to:

1. Apply for admission and be accepted to the University;
2. Be degree seeking. Student auditors, dually enrolled high school students and special non-degree students are not eligible for federal financial aid; and
3. Complete, electronically sign, and submit a Free Application for Federal Student Aid (FAFSA) with the U.S. Department of Education (ED) by the Liberty institutional Fall priority deadline of **January 15th** each year in which federal and institutional financial aid is desired. Every student, and parent as applicable, must have a Federal Student Aid ID (FSA ID) to start and sign the FAFSA. This can be requested here. Students are urged to apply early for optimum financial aid benefits. Students should complete the FAFSA on

the web and add Liberty University on the school selection page, so we receive the student's FAFSA record. Liberty's school code is 010392. Applicants are strongly encouraged to use the I.R.S. Data Retrieval Tool to transfer the requested tax information onto the FAFSA to ensure information on the FAFSA is accurate and to save time when completing the FAFSA. If unavailable, the applicant's I.R.S. Tax Return or Tax Return Transcript can be used to manually input the requested income information. If needed, a copy of the Tax Return Transcript can be obtained by going to the I.R.S.'s webpage and selecting "Get a Tax Transcript" under Tools. Lastly, select "Get Transcript Online", as available.

For new students entering in the Spring semester, the Liberty institutional deadline date to file the FAFSA is by **October 1**.

4. Complete FAFSA verification or any other aid reviews when required.

Once the completed FAFSA is received by ED, information provided by the student on the FAFSA is used to generate a Student Aid Report (SAR). The SAR indicates the amount of money the student and/or the student's family is expected to contribute towards the student's education. This is called the Expected Family Contribution (EFC) and is used to determine the student's financial need.

The student's financial 'need' is the difference between the Cost of Attendance and the EFC. The Cost of Attendance, **regardless of the student's dependency status**, includes the educational expenses of:

- Tuition and Fees;
- Living Expenses (food and housing for students living on and off campus);
- Loan Fees;
- Books, Course Materials, Supplies, and Equipment;
- Transportation; and
- Personal/Miscellaneous expenses.

The amounts for these six educational expenses are the student's estimated **Cost of Attendance at Liberty University**, and they become the student's budget for financial aid purposes. Only the actual tuition, fees, and food and housing (for resident students living in campus housing) costs are charged on the student's University bill.

Financial aid recipients are selected based on demonstrated financial need, academic success, and other merits. Most Liberty financial aid awards are based on full time enrollment in aid eligible courses, which is a minimum of 12 credit hours for an undergraduate student per semester. Federal student loans and federal grants usually require a minimum of half-time enrollment. **Please note that normally 15 hours per semester is required to complete a 120 credit hour bachelor's degree within four years.** Each financial aid recipient is issued an official Financial Aid Offer, which is the University's official estimate of a student's financial aid and costs to attend for the academic year. Financial Aid Offers are emailed to the student's Liberty email account. It is the student's responsibility to review the Financial Aid Offer and notify the Financial Aid Office of any additional aid being received and of any desired reduction or cancellation of the aid offered. Students who want to reduce or decline federal student loans that are offered automatically to eligible students can complete an electronic Federal Direct Loan Change Request Form in their ASIST accounts.

To continue to receive institutional or federal student aid, a Liberty University student must maintain Financial Aid Satisfactory Academic Progress (SAP). The link to Liberty University's policy for determining SAP is listed below in the Appeal and Complaint Policies section.

For more information on financial aid, visit the Financial Aid Office located in the Student Service Center at Green Hall or at this page.

## Financial Aid Withdrawal Policy

When students cease attendance in all aid-eligible classes in a given semester, they will be subject to a proration of all federal, state, and institutional aid. This proration takes into account the total number of days that the student was enrolled. Dropping a course may reduce the number of sub-terms for which a student is enrolled and may result in a recalculation of all components that make up the cost of attendance. Lastly, if a student registers full-time and subsequently withdraws from one or more courses which results in his or her remaining enrollment changing from full-time to part-time, the student will be charged the part-time tuition rate for the remaining courses in that semester. If the new tuition rate results in a balance, the student is responsible for paying this balance.

The full policy statement and procedures are published in the Policy Directory online.

## Financial Aid Repeat Policy

Federal regulations limit the amount of federal aid that can be used when repeating a course that has previously been passed with any grade higher than an "F".

The full policy statement and procedures are published in the Policy Directory online.

## Financial Aid Disbursement Policy

Disbursing aid is the process in which the school pays funds directly to the student's school account from either internal or external aid sources, which is different from a refund. Financial aid is disbursed 21 days after the student becomes eligible.

The full policy statement and procedures are published in the Policy Directory online.

Additional information regarding how disbursements work including examples can be found on the Financial Aid Disbursement webpage.

## Consumer Information Statements

Liberty University, as permitted by federal regulation [34 CFR 668.41], electronically disseminates consumer information, including the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act information. Upon request, the institution will provide a free paper copy. Anyone signing or processing financial aid forms or seeking information or assistance at Liberty University must read, understand, and comply with the requirements disclosed.

The full policy statement and procedures are published in the Policy Directory online.

## Examples of Important Consumer Information

- Campus Crime Reporting and Statistics including:
  - Emergency Notification Procedures
  - Fire Safety Reporting
  - Hate Crimes Reporting
  - Missing Student Reporting Procedures
- Completion and Persistence Rates Information
- Constitution and Citizenship Day Information

- Drug Abuse and Prevention Program Information
- Equity in Athletics Disclosure Act Information
- Peer-2-Peer File Sharing Policy
- "Red-Flag" Rule (Identity Theft) Information
- Returning Service Members Policy
- Textbook Price and Cost Calculator Information
- Voter Registration Information

## Student Rights and Responsibilities

Information about a student's rights and responsibilities regarding financial aid eligibility may be found in the Financial Aid Consumer Information Policy, which is published in the Policy Directory online.

## Award Terms and Conditions

The full policy statement and procedures are published in the Policy Directory online.

## Enrollment Levels and Types

The full policy statement and procedures are published in the Policy Directory online.

## Federal Title IV Student Aid Programs

### Eligibility for Federal Aid

To receive federal aid, a student must:

- Be a United States Citizen or eligible non-citizen;
- Demonstrate financial need for need based aid;
- Have a high school diploma, a General Education Development (GED) certificate, or have completed a federal aid eligible homeschool program;
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program;
- Be enrolled in courses that are within the student's program of study
- Certify that you are not in default on a federal student loan and do not owe money on a federal student grant;
- Have a valid Social Security Number;
- Maintain Satisfactory Academic Progress (SAP) once in school;
- Certify that you will use federal student aid only for educational purposes.

### Federal Pell Grant

Federal Pell Grant awards range from \$767 to \$7,395 for the 2023-2024 academic year and vary from year-to-year. Award amounts are based on cost of attendance, enrollment status (full-time or part-time), and need analysis information provided on the Student Aid Report (SAR). Up to an additional 50% of Pell Grant aid may be available to students in the summer who use their entire Pell Grant in Fall and Spring, known as 'Year-Round Pell'. To receive Year-Round Pell, students must enroll at least half-time in the summer term and meet all other eligibility requirements. Summer Pell Grants, which are different from Year-Round Pell, may be available to students who did not use their entire Pell Grant in the Fall and Spring terms. Additional information may be found on our grants webpage.

## Federal Supplemental Educational Opportunity Grant (FSEOG)

The Federal Supplemental Educational Opportunity Grant (FSEOG) may be available for undergraduate students with an Expected Family Contribution of zero. In the 2023-2024 academic year, the maximum award amount is \$1,000 and can vary year to year. Students are required to be enrolled at least half-time in aid eligible courses, which is six credit hours for an undergraduate student, to maintain eligibility for this award. Additional information may be found on our grants webpage.

## Federal Teach Grant Summary

The Federal TEACH grant program is the first federal grant program that requires a service agreement and has the potential of converting to an unsubsidized loan with compounded interest from the original disbursement date. The full policy and statement and procedures are published in the Policy Directory online.

## Federal Direct Student Loans

Federal Direct Student Loans are low interest loans available to students who are enrolled at least half-time, and these loans do not require a credit check. Students demonstrating sufficient need, based on the FAFSA, may be eligible for subsidized loan funds, in which the government pays interest accrued while they are in school and during the grace period. Students who do not have sufficient demonstrated need may be eligible for unsubsidized loan funds, in which the student pays the interest while in school. Repayment begins six (6) months after students graduate, withdraw, break enrollment, or drop below half-time status. We encourage all borrowers to only borrow what is needed to cover educational expenses. Additional information regarding the Federal Direct Student loans can be found on our general loan webpage and our loan consumer information webpage.

## Federal Direct Parent Loans For Undergraduate Students (PLUS)

Federal Direct Parent Loans for Undergraduate Students (PLUS) are loans available to parents of dependent undergraduate students who are enrolled at least half-time. The Federal Direct Parent PLUS loan is a credit-based loan and, if eligible, parents may borrow up to their student's full cost of attendance minus all other aid. We encourage all borrowers to only borrow what is needed to cover educational expenses.

Additional information regarding the Federal Direct PLUS loans can be found on our general loan webpage and our loan consumer information webpage.

## Federal Work Study (FWS)

The Federal Work Study (FWS) program provides part-time employment opportunities for students who have a demonstrated financial need based on the FAFSA. Students are paid on an hourly basis; pay will be at least the current federal minimum wage. The total amount of aid a student receives from both federal and non-federal sources cannot exceed financial need. The \$5,000 FWS funds cannot be applied toward the student's account balance during initial Financial Check-In (FCI). FWS is offered to eligible students with remaining federally defined unmet need. Funds are offered until the projected program funds are depleted. Students who earn FWS wages will not have this income count against them in their EFC on the following year's FAFSA.

The full policy statement and procedures are published in the Policy Directory online.

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## Virginia Student Aid Programs

### Virginia Tuition Assistance Grant Program (VTAG)

Established in 1972, the Virginia Tuition Assistance Grant Program (VTAG) is designed to assist Virginia residents who attend accredited private, non-profit colleges and universities in Virginia excluding religious training or theological education. The VTAG is authorized in Chapter 4.1 Section 23-38.11 through 18 of the Code of Virginia as the Tuition Assistance Grant Act.

Applications must be submitted to the Financial Aid Office before the published annual deadline of July 31 in order to be considered for the maximum award amount. Award amounts for the 2023-2024 academic year are as follows:

- Residential Undergraduate Amount: \$5,000
- Online Undergraduate Amount: \$2,500
- Grandfathered Online Undergraduate Amount: \$3,400

Additional information about VTAG can be found on our VTAG webpage.

### Virginia Two-year College Transfer Grant (CTG) and CTG Plus Programs

Up to \$1,000 can be awarded to students who received an Associate's degree at a Virginia two-year public institution with a cumulative GPA of 3.00 on a 4.00 scale who are enrolled at a participating four-year institution. Virginia Two Year College Transfer Grant award projections will always be estimated awards until a final State budget is passed and a final roster of students is collected. Please keep in mind that this grant is subject to change based on State budgetary needs. Additional information regarding CTG can be found on our grants webpage.

## Rehabilitative Services

State and federal education benefits may be available to assist eligible students with varying degrees of physical disability (paralysis, sight, hearing, etc.). Eligibility requirements differ from agency to agency. For more information, contact the appropriate agency or the Financial Aid Office.

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## Liberty University Scholarships

### The General Scholarship Rule (GSR)

The full policy statement and procedures are published in the Policy Directory online.

### Outside Scholarships

Outside scholarships are scholarships that students will use as additional funding. Scholarships may be awarded from foundations, churches, retail businesses, etc. Additional information about outside scholarships can be found on our external aid webpage.

### Standard Corporate Tuition Assistance

Standard Corporate Tuition Assistance is a program in which an employer pays Liberty University directly for classes during the semester. The student must contact his or her Human Resources department for information concerning continuing education benefits. Details about

eligibility requirements and processing Standard Corporate Tuition Assistance can be found on our external aid webpage.

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## Reimbursements

Students who receive tuition benefits after they have completed their courses may request a receipt from the Student Accounts Office at the end of the semester.

## Appeal and Complaint Policies

Policies and processes for residential and online students who wish to file a complaint or appeal their financial aid awards are published on our Appeal and Complaints webpage.

## Financial Aid Satisfactory Academic Progress Policy (SAP)

This policy describes the **Financial Aid** Satisfactory Academic Progress requirements and is in addition to and operates separately from the **Academic** Satisfactory Progress requirements for each academic program.

The full policy statement and procedures are published in the Policy Directory online.

## Institutional Scholarship Appeal Process

A student may appeal the decision to cancel eligibility for a scholarship by sending a detailed, written and signed letter stating any mitigating circumstances to be considered. The full policy statement and procedures are published in the Policy Directory online.

## Financial Aid General Appeal for Assistance

The full policy statement and procedures are published in the Policy Directory online.

## Virginia State Grant Appeal Process

A formal appeal concerning the decision to deny approval for state grant eligibility may be filed by contacting the State Grants Supervisor in the Liberty University Financial Aid Office. The full policy statement and procedures are published in the Policy Directory online.

## Federal Student Loan Appeal Process

The full policy statement and procedures are published in the Policy Directory online.

## Submitting Complaints of Fraud, Waste, and Abuse to The Office of Inspector General

Anyone suspecting fraud, waste or abuse involving ED funds or programs should contact the Inspector General's Office. The full policy statement and procedures are published in the Policy Directory online.

## Student Complaint Resolution Process

The full policy statement and procedures are published in the Policy Directory online.

## Athletic Scholarship Appeal

The full policy statement and procedures are published in the Policy Directory online.

## Continuing Education (CE) Appeal

Employees who are not eligible to receive a portion of their CE benefits due to an unusual credit hour count, such as 5 hours, may appeal the denial of their eligibility for the first three credit hours of the five-hour course, if eligible, and pay for the remaining two out-of-pocket. The full policy statement and procedures are published in the Policy Directory online.

## State Consumer Complaint Contact Information

The full policy statement and procedures are published in the Policy Directory online.

## Resident Complaint Reporting

The full policy statement and procedures are published in the Policy Directory online.

## Online Student Complaint Reporting

The full policy statement and procedures are published in the Policy Directory online.