



Student Rights and Responsibilities/ Terms and Conditions of Receiving Financial Aid

Please review your Student Right and Responsibilities/Terms and Conditions of Receiving Financial Aid. Please keep a copy for your records. You will be required to acknowledge that you have read this document and accept the terms on Banner Web prior to aid being disbursed on your student account.

FINANCIAL AID AWARDS: Details on costs of attendance, how your award is determined, and all need-based and non-need-based federal, state, local, private, and institutional student financial assistance programs is maintained on the College of Law Financial Aid portion on the web page at www.law.stetson.edu/finaid. Financial aid counseling is available from the Office of Admissions and Student Financial Planning. Requests for counseling or questions can be directed to finaid@law.stetson.edu. Your award was determined in accordance with the applicable federal laws and regulations and policies of the College of Law. It is subject to adjustment or cancellation in the event of changes to these laws, policies, or your eligibility.

PAYMENT OF AWARDS: Student loans will be credited directly to your student account. Tuition and fees are deducted and any balance will be available to you by check within the time frame required by law. Typically this is by the late afternoon on the Friday before classes for the Fall, Spring and Summer, or within 5-10 business days of your account being credited, but specific enrollment circumstances or incomplete paperwork can result in aid delays. You must complete Direct Loan Entrance Counseling, Master Promissory Note(s), and submit a response for Title IV Authorization questions online before disbursement of any federal student loan.

STUDENT LOAN ACCEPTANCE: All loans must be “accepted” electronically on Banner Web. You have the right to accept all, none, or part of your student loans. Remember that a student loan is a debt that must be repaid; borrow only what you need. Please contact our Office if you wish to meet with a counselor before accepting or declining any loans.

STUDENT LOAN CANCELLATION/REDUCTION: You have the right to request a reduction or cancellation of your student loan. If funds have already disbursed to your account, you must notify the Business Office within 14 days. If you accepted the loans via Banner Web but the funds have not yet disbursed, you must contact the Office of Admissions and Student Financial Planning in writing so the adjustment can be made. If when you receive your refund check and find that you do not need the entire amount, you have the option to complete a Refund Election Form in the Business Office which will allow our office to return money on your behalf. Remember that a student loan is a debt that must be repaid; borrow only what you need.

CREDIT HOUR REQUIREMENT: To be eligible for federal financial aid, you must be enrolled at least half-time. For details regarding the minimum credit hour requirement for full- or half-time status, please review the complete *Eligibility to Receive Financial Aid* policy at www.law.stetson.edu/policies. If you become ineligible for financial aid or an over-award is discovered after a disbursement has been made, you are responsible to pay for any charges.

WITHDRAWAL/REFUND POLICY: If you withdraw from classes, or reduce your enrollment prior to completing 60% of the semester, a portion of your federal loans are required to be returned to the lender. This can result in a balance being owed to the College of Law or the U.S. Department of Education, or both. You can view the complete *Refund of Tuition and Fees* and *Title IV Refund* policies at www.law.stetson.edu/policies.

SATISFACTORY ACADEMIC PROGRESS: This loan award is offered contingent upon you meeting and maintaining compliance with the College of Law’s Satisfactory Academic Progress standards. You can view the complete *Satisfactory Academic Progress* policy at www.law.stetson.edu/policies.

FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS: Conviction for any offense, during a period of enrollment for which the student was receiving Title IV program funds, under any federal or state law involving the possession or sale of illegal drugs can result in the loss of eligibility for any Title IV Federal financial aid. Details on this can be viewed in the *FAQs on How Drug Convictions Affect Financial Aid* at www.law.stetson.edu/policies.

ENTRANCE AND EXIT COUNSELING: All students must complete Entrance Counseling as a condition of receiving federal financial aid. Exit Counseling is also required when you graduate, transfer, or otherwise reduce enrollment or withdraw from the institution.

RENEWAL FAFSA: Assistance is awarded yearly and you must renew your FAFSA before each fall semester. Failing to complete the FAFSA by June 1st can result in a delay in your financial aid. Falsification of information on application forms for federal financial assistance is considered a criminal offense, and you may be subject to penalties under the U.S. Criminal Code.

CORRESPONDENCE AND BANNER WEB: Throughout your enrollment, the Office of Admissions and Student Financial Planning will send correspondence through your Stetson email account. You are responsible to read and respond to all emails sent by the Office of Admissions and Student Financial Planning's employees, including supplying any additional documentation requested. You are responsible for regularly checking your Banner Web account and taking actions that are required to complete your financial aid award. You are responsible for reading, understanding, and retaining copies of all information and/or forms that are sent to you and all other documents you sign and complying with the provisions of any aid received, as well as any repayment obligations, promissory note(s) and all other agreements you sign. Failure to meet these responsibilities could result in delay or cancellation in processing your financial aid.

OUTSIDE SCHOLARSHIP NOTIFICATION: You are required to notify the Office of Admissions and Student Financial Planning of any outside financial assistance/scholarships. Federal loans may be reduced by the amount of outside scholarships/grants received. Failure to inform the Office may result in revision or cancellation of previously offered assistance.

CONFIDENTIALITY: You have the right to privacy. All records and information submitted with your application for financial aid are confidential, and subject to legal requirements concerning disclosure of such information. For details, see the policy on *Privacy of Student Records* at www.law.stetson.edu/policies.

CONSUMER INFORMATION: A wide variety of specific consumer information such as, but not limited to, financial aid detail, campus crime statistics, information about credit transfer policies, and the like is generally maintained on the College of Law website at www.law.stetson.edu. If you have questions about the College of Law or difficulty locating any information, please email finaid@law.stetson.edu and we will assist.