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Important Information

One of the most important first steps in determining how to pay for college is your financial aid award. This guide will help you read and understand the award you’ve received, and will clearly explain our award policies.

All Students Thank you for reviewing this award guide. Accepting your offer of financial aid indicates that you understand the information provided here and that you are aware of the eligibility requirements you must satisfy to maintain the award. You also agree to any adjustments the University may need to make to maintain compliance with both Federal Title IV aid awarding regulations and Institutional policies and practices.

Communications Your clarku.edu email account is the official means of communication between you and the University, including the Office of Financial Assistance, Student Accounts, Registrar, Residential Life and Housing, Career Connections Center, Student Employment and Public Safety. We urge you to check your Clark email and your CUWeb portal frequently.

WHO TO CONTACT
Office Of Financial Assistance
508-793-7478 | 508-793-8802 fax finaid@clarku.edu
We can answer your questions about:
• Your financial aid award
• Alternative financing options
• Student employment
We encourage students to share emails from our office with their parents or guardians.

Student Employment
508-793-7258
ugoncampusemployment@clarku.edu
We can answer questions about:
• How to find on campus jobs
• The best time to look for jobs

Student Accounts Office
508.421.3801 | saccounts@clarku.edu
Student Accounts can help you:
• Determine how much your Clark education will cost, per semester and for the academic year
• Answer billing questions
• Help you establish a monthly payment plan
• Understand refund policies and guidelines
All e-bills are sent via students’ CashNet accounts and must be paid in full by the due date.

Residential Life And Housing
508.-793-7453 | 508-421-3787 fax reslife@clarku.edu
Residential Life can answer your questions about:
• Housing costs
• Meal plans
• Your individual housing preferences, which we will do our best to meet
• Costs of campus living

Postal Mail Address for University Business
Clark University
950 Main Street
Worcester, MA  01610
How Your Award Was Determined

Financial aid awarded by Clark University is based on demonstrated financial need. We use the information you report on your FAFSA and CSS Profile to calculate your Expected Family Contribution (EFC). The EFC is the amount students and their families are expected to have available toward the educational costs. These costs are defined as the Cost of Attendance (COA). The difference between these figures is how a student’s Demonstrated Need (DN) is calculated:

**COA - EFC = DN**

The Cost of Attendance combines the average of billed charges like tuition, fees, room, and board, and unbilled charges like books, supplies, transportation costs, and personal expenses for an average student during their enrollment. The EFC is not always the amount you will pay. While Clark University cannot meet 100 percent of demonstrated need for every student, we attempt, through our awarding policies, to meet as much of the demonstrated need as possible to assist in making a Clark education a reality.

The information on the FAFSA is used to determine a student’s eligibility for federal and state government financial aid.

Clark University uses the information on the CSS Profile to evaluate a student’s eligibility for need-based aid from the University.

Clark does not count siblings enrolled in graduate school as part of the number of children enrolled in college when considering eligibility for institutional need-based financial aid.

### Types of Aid

Financial aid awards come in two forms:

- **Grant/Scholarship Aid:** Funding provided by Clark University, federal and/or state government, and other private sources. Grant/scholarship aid does not have to be repaid and reduces your bill.
- **Self-Help Aid:** Includes awards such as loans, which need to be repaid and are credited to the bill, and Federal Work-Study (FWS), which is earned and paid to the student. **Federal Work-Study is not deducted from the bill,** but is earned through employment with the University or community service organizations.

HOW TO ACCEPT YOUR AWARD

First-Time Recipients

Your admission deposit serves as confirmation you are accepting your financial aid award. You may notify us in writing at finaid@clarku.edu to decline or reduce a specific award.

MAKE YOUR DEPOSIT

Make your $500 deposit online by May 1 using the Admitted Student Portal.

Your award is based on the information you supplied on the FAFSA and CSS Profile. Upon verification of your financial aid files and/or additional documentation supplied, your financial aid award may be revised accordingly.

You are responsible for any balance due created by adjustments to your award; please contact Student Accounts to learn about your payment options.

It is important that you notify the Office of Financial Assistance of any changes in the information provided on your FAFSA and CSS Profile.
You can estimate the amount you will owe for the 2021–2022 academic year by using the expense planner below or the online interactive expense planner at clarku.edu, which estimates the bill as follows:

<table>
<thead>
<tr>
<th>BILLED CHARGES</th>
<th>+ Other Fees (that apply to you)</th>
<th>- Financial Aid (from award letter, except Federal Work-Study)</th>
<th>= &quot;Out-of-Pocket&quot; expenses for one year</th>
</tr>
</thead>
<tbody>
<tr>
<td>ROOM</td>
<td>$6,000</td>
<td>$6,000</td>
<td>$6,000</td>
</tr>
<tr>
<td>BOARD</td>
<td>$4,150</td>
<td>$4,150</td>
<td>$4,150</td>
</tr>
<tr>
<td>---</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This should give you a general idea of how much it will cost to attend Clark next year. The total estimated bill for first-year students, without health insurance, is $60,727

### How to Determine What You Owe

You can estimate the amount you will owe for the 2021–2022 academic year by using the expense planner below or the online interactive expense planner at clarku.edu, which estimates the bill as follows:

#### FINANCIAL AID AWARD FOR ACADEMIC YEAR (from your award letter)

<table>
<thead>
<tr>
<th>Scholarship Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merit Scholarship</td>
<td>$</td>
</tr>
<tr>
<td>Clark University Grant</td>
<td>$</td>
</tr>
<tr>
<td>Federal Pell Grant</td>
<td>$</td>
</tr>
<tr>
<td>Federal SEOG Grant</td>
<td>$</td>
</tr>
<tr>
<td>State Grant</td>
<td>$</td>
</tr>
<tr>
<td>Federal Direct Subsidized Stafford Loan (repaid by borrower)</td>
<td>$</td>
</tr>
<tr>
<td>Federal Direct Unsubsidized Stafford Loan (repaid by borrower)</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total Financial Aid</strong></td>
<td>$</td>
</tr>
</tbody>
</table>

#### ESTIMATED ACADEMIC YEAR BALANCE CALCULATION

| Estimated Charges (add health insurance fee if needed) | $ |
| (Less) Total Financial Aid                            | $ |
| **Estimated Academic Year Balance**                   | $ |

*Any changes to the meal plan or room type or on-campus residency status can result in changes to estimated yearly charges and possibly to the financial aid award.

### 2021-2022 Costs:

#### Undergraduate Students

<table>
<thead>
<tr>
<th>Billed Charges</th>
<th>Resident</th>
<th>Commuter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$49,950</td>
<td>$49,950</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$352</td>
<td>$352</td>
</tr>
<tr>
<td>Room</td>
<td>$6,000</td>
<td>—</td>
</tr>
<tr>
<td>Board</td>
<td>$4,150</td>
<td>—</td>
</tr>
</tbody>
</table>

| Other Fees                        |          |          |
| Health Insurance                  | $2,188*  | $2,188   |
| Contingency Fee                   | $50**    | $50**    |
| Orientation Fee                   | $225**   | $225**   |

*Fall semester only

**Mandatory one-time fees for new students

<table>
<thead>
<tr>
<th>Estimated Additional Expenses, non-billed</th>
<th>Resident</th>
<th>Commuter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books and Supplies</td>
<td>$800</td>
<td>$800</td>
</tr>
<tr>
<td>Travel Expenses</td>
<td>$250</td>
<td>$350</td>
</tr>
<tr>
<td>Personal Expenses</td>
<td>$700</td>
<td>$700</td>
</tr>
<tr>
<td>Commuter Expenses</td>
<td>—</td>
<td>$2,500</td>
</tr>
</tbody>
</table>
Outside Scholarships

Any assistance received from sources other than Clark University needs to be reported to the Office of Financial Assistance and Student Accounts. These awards may affect your Clark University financial aid package. Students are responsible for meeting scholarship requirements and can easily access transcripts and bills on their student portal.

The total of all awards cannot exceed the Cost of Attendance. Clark’s policy for these adjustments is as follows:

• For scholarships from meritorious sources that are in recognition of a particular achievement, of the student, unmet institutional need will be filled first. Any remaining scholarship will reduce work-study, then loan amounts. If there is additional remaining scholarship, it will reduce the Clark grant dollar for dollar.

• Private grants/scholarships from non-meritorious sources, such as state or federal grants, will reduce the Clark grant dollar for dollar.

• Tuition benefit/remission based on a parent’s employment will reduce the University grant .50 cents on the dollar.
Course Load Requirements

All aid awarded is subject to verification of enrollment status. Changes in registration status may result in an adjustment or cancellation of financial aid awards.

- All undergraduate students must be enrolled full time, which is defined as 3 units or more per semester, to be eligible for Clark scholarships, grants, and state aid.

- Students must register at least half-time (1.5 units per semester) to receive federal assistance — with the exception of the Pell Grant, which will be awarded to eligible students enrolled in one unit.
Types of Awards

All Clark assistance, both merit- and need-based, is applied to the cost of tuition only. If you receive funding from an additional resource exceeding the cost of tuition, your financial aid award will be adjusted accordingly as the total of all aid, to include federal and private loans, cannot exceed the Cost of Attendance.

Merit scholarships and any qualifying University need-based aid is renewable for up to three consecutive years.

Students must first:
• Maintain a 2.0 GPA
• Meet Satisfactory Academic Progress requirements and financial qualifications for need based aid

Students are awarded merit scholarships based on the strength of their applications for admission to Clark University. Please note merit scholarships are awarded based on the strength of a students high school career and holistic application review for admission to the university. Merit scholarships are granted upon admission at Clark and cannot be increased nor newly awarded subsequently.

Clark University Grant This grant is awarded to students enrolling at the University who demonstrate financial need and meet the eligibility requirements set by the Office of Financial Assistance. This need-based award program is funded by the University with support from endowed funds established by Clark’s alumni, families, and friends. A representative from Clark’s Stewardship Office may contact you at a later date regarding the specifics of how your award was funded.

Traina Scholarship These are Clark’s top-level merit scholarships. The Traina Scholarship was made possible through a donation in honor of the late Richard P. Traina, who served as president of the University from 1984 until 2000.

Robert Goddard Achievement Scholarship This scholarship is in honor of the father of modern rocketry, who earned master’s and doctoral degrees at Clark and was a professor of physics from 1914 until shortly before his death in 1945.

Jonas Clark Scholarship This merit award was established in recognition of Jonas Clark, who founded Clark University.

International Scholarships/Grants A limited number of International Scholarships/Grants are awarded each year. Awarding takes place during the admission process and receipt of these scholarships is based on merit and/or financial need. The terms of the initial scholarship/grant offered will remain...
constant for all four years, and cannot be increased. Students are required to file the CSS International Profile to apply for need-based grants.

**Global Scholarships** A limited number of these scholarships are awarded to first-year students who have demonstrated potential to provide leadership in their community and the world. Clark invites applications from students who are not permanent residents or citizens of the United States, as well as from U.S. citizens/permanent residents who reside overseas and complete their entire secondary education outside the U.S.

**Federal Pell Grants** The U.S. Department of Education determines eligibility for Pell Grants. Grant amounts are based on the number of courses for which the students will register and the calculated Expected Family Contribution as determined by the FAFSA.

**Federal Supplemental Educational Opportunity Grants (FSEOG)** This federal program provides grant assistance to students who have demonstrated exceptional financial need. Priority is given to Federal Pell Grant-eligible students.

**State Scholarships** These are awarded directly to eligible students pursuing their first bachelor's degrees by their states of legal residence. State grants reduce the Clark grant dollar for dollar.

**Gilbert Grant** These are funds allocated by the Commonwealth of Massachusetts to Clark University for distribution to eligible, full-time undergraduate students who are permanent residents of Massachusetts.

**Massachusetts No-Interest Loan** Undergraduate students who are residents of Massachusetts are eligible for this loan, which is offered by the Commonwealth through Clark University. Recipients must meet all established eligibility criteria. No interest accrues on this loan, which goes into repayment six months after the student graduates or drops below half-time enrollment. This is a state loan and not eligible for consolidation. The borrower is responsible for keeping the lender apprised of all name and address changes.

**Tuition Exchange Scholarship Program** Clark University participates in the Tuition Exchange Program, which is based on parental employment at another participating institution. Decisions related to Tuition Exchange awards are communicated in March. The award will be blended with other aid and the total of the awards will not exceed the ‘set rate’ for the year. It is awarded upon admission only.

For more information, contact the Tuition Exchange liaison at your college and visit tuitionexchange.org.

**SAGE** Clark University partners with the SAGE Scholars Tuition Rewards Program. Students and families save to earn points which are redeemed to help fund higher education costs. At Clark, SAGE Scholarships are blended with any institutional merit scholarships awarded to the student. These institutional funds will represent the promised SAGE Tuition Rewards. If a student earns SAGE Tuition Rewards in excess of the value of their Clark merit award, then the difference will be awarded as a SAGE Scholarship. tuitionrewards.com
Federal Direct Stafford Loans

First-time borrowers through the Federal Direct Stafford Loan Program are required to complete both entrance counseling and a Master Promissory Note before the loan amount is credited to the student’s account.

Students can complete these at studentaid.gov.

You will begin repayment of your loans six months after you cease to be enrolled at least half-time.

Subsidized If your award letter lists the Subsidized Federal Direct Stafford Loan, Clark University has determined that you are eligible to receive up to this maximum amount allowed under the program. The interest is subsidized (paid for you while you are in school) by the federal government.

Unsubsidized If your award letter lists the Unsubsidized Federal Direct Stafford Loan, Clark University has determined that you are eligible to receive up to this maximum allowed under the program, but the federal government does not pay the interest on a Federal Direct Unsubsidized Stafford Loan for you; it accrues while you are enrolled in school. You can choose to either make the interest payments while you are in school or allow the interest to accrue and be added to the principal of the loan prior to repayment.

If a parent is denied a Federal Direct Parent PLUS loan, the student is eligible for an additional $4,000 in Unsubsidized Stafford aid as a first-year and sophomore and $5,000 as a junior and senior. Increases to the student’s Unsubsidized Federal Direct Loan, as a result of a Federal Parent PLUS Loan denial, are not applicable if the Direct PLUS loan is approved at a later time.

To accept your Stafford loans, you will be asked to complete the master promissory note and entrance counseling at studentaid.gov by logging in with your FSA username and password. Multiple notifications about these requirements will be sent to their Clark email account and posted to your CUWeb portal.

NOTE: If you do not complete these requirements, the Federal Direct Stafford Loan(s) will be canceled and any balance will become your responsibility. Federal Direct Stafford Loan(s) that are canceled either due to inaction or at your request may be reinstated by sending a written request to the Office of Financial Assistance. This request must be received two weeks before the end of the semester.

Student Employment/ Federal Work-Study (FWS)

The student employment program at Clark University provides part-time job opportunities for undergraduate students on or near campus to help pay for incidental expenses during the year. The Office Of Financial Assistance administers Clark’s Federal Work-Study and University-funded student employment programs. Federal Work-Study is a federally subsidized part-time employment program awarded to full-time undergraduate students who

UNDERGRADUATE STAFFORD LOAN AMOUNTS

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Subsidized</th>
<th>+</th>
<th>Unsubsidized</th>
<th>=</th>
<th>Annual Loan Total*</th>
</tr>
</thead>
<tbody>
<tr>
<td>First-year</td>
<td>$3,500</td>
<td>+</td>
<td>$2,000</td>
<td>=</td>
<td>$5,500</td>
</tr>
<tr>
<td>Sophomore</td>
<td>$4,500</td>
<td>+</td>
<td>$2,000</td>
<td>=</td>
<td>$6,500</td>
</tr>
<tr>
<td>Junior</td>
<td>$5,500</td>
<td>+</td>
<td>$2,000</td>
<td>=</td>
<td>$7,500</td>
</tr>
<tr>
<td>Senior</td>
<td>$5,500</td>
<td>+</td>
<td>$2,000</td>
<td>=</td>
<td>$7,500</td>
</tr>
</tbody>
</table>

*The subsidized amounts listed above are awarded based on financial need. If the student does not have financial need, this amount will be replaced with an unsubsidized loan. These student loans are awarded upon review of a valid FAFSA each year.
demonstrate a certain level of financial need. The award is a limit to a student’s potential earnings. Unlike other forms of financial aid, Federal Work-Study and University student employment funds are not applied as a credit to students’ accounts. Earnings are paid to a student on a bi-weekly basis for hours worked during the prior weeks. A condition of employment requires all wages are direct deposited into a checking or savings account.

To employ as many students as possible, Clark places a limit on the number of hours a student can work each week; domestic students cannot work more than 25 hours every week, while international students are limited to 20 hours a week.

A work-study related award does not guarantee an on-campus job. This award is a limit to your potential earnings, and there is no guarantee you will earn the full amount. During the summer, Career Connections Center advisers will contact deposited students about how to apply for open positions via our online jobs portal, Handshake.

Review our Student Employment page for information about when and how to search for on-campus jobs on connections.clarku.edu

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**I-9 Information**

The Office of Financial Assistance is required by the U.S. Department of Homeland Security to verify, using the Federal I-9 form, the identity and work eligibility of student employees. To comply with federal employment laws, original identity and employment authorization documentation must be presented to our office for certification; copies are not accepted. Originals are returned to the student immediately.

You can review the requirements at uscis.gov/I-9. International students who wish to work on campus can review employment requirements on our website.
Change in Family Circumstances

If there has been a significant change in your family’s financial circumstances, such as recent job loss or unexpected medical expenses, since the date you completed your financial aid applications, you may request a second review of your financial aid offer. Students are expected to borrow the Federal Direct Subsidized Loan that was offered on their award as a condition of receiving need-based appeal funding. You should contact your financial aid counselor by phone or email to explain your circumstances; additional documentation may be requested. However, you should be prepared to make your decision about attending Clark based on your most recent offer of financial assistance.

Renewing Your Financial Aid

Financial aid is awarded one academic year at a time. Changes in your family circumstances — such as the number of family members in the household, number of siblings attending undergraduate college on at least a half-time basis, changes in residency status (on campus versus living at home with relatives), and changes in family income — will affect financial need.

INTEREST-FREE MONTHLY PAYMENT OPTION

Sign up for Clark’s monthly payment plan through Nelnet Campus Commerce. This plan lets students and families pay all or part of their charges, interest-free, in monthly installments. The only additional charge is a $40 fee for each four- or five-month payment plan.

For additional information visit clarku.afford.com or call 800-722-4867.

PRIVATE LENDING OPTIONS

Creditworthy borrowers and/or co-borrowers may take out these loans, which are credit-based. Both interest rates and fees vary by program. You can self-select a lender or review a list of previous year lenders on our website. We will process loan applications from any private lender that you and/or family choose. We can begin receiving private loan certification requests after May 1.

FEDERAL DIRECT PARENT PLUS LOAN

The Department of Education Federal Direct Parent PLUS Loan, which is credit-based, can be applied for using the application on our website. We can begin accepting applications for this loan mid-June.

Financing Options Overview

Most families use a combination of payment strategies to limit debt, such as combining the monthly payment plan with a loan to attain an affordable monthly payment option. The Office of Financial Assistance can recommend payment options for the outstanding academic year charges. For maximum benefit, we recommend that you plan for the expenses of the academic year instead of budgeting on a per-semester basis.

The Office of Student Accounts posts e-bills to students’ CashNet accounts before each semester for approximately half of the annual charges. These charges, less any financial aid, are to be paid in full by the bill due date.

As a reminder, the total amount borrowed or awarded cannot exceed the Cost of Attendance less any financial aid. It is important to make your health insurance election early each year as this can impact the amount of loan we can certify. Please note, certifying to the maximum amount of loan can reduce or cancel awards, such as federal work-study, as loan funds are deducted from the bill.

GradGuard is a tuition insurance protection plan offered by Allianz Global Assistance. Call 1-888-427-5045 for quotes and answers to your questions.
and eligibility for aid. As long as these variables remain the same, you can expect your financial assistance to remain approximately the same from year to year.

**ANNUAL RENEWAL REQUIREMENTS**

By March 15, we will need the following:

1) The FAFSA
2) Additional requirements posted to the student’s CUWeb Portal

The CSS Profile is not required annually.

Missing application deadlines can result in delays in awarding and possibly the loss of funding.

We assume you accept all awards offered to you, unless you notify us in writing. The Federal Direct Stafford loan will be automatically awarded and processed upon receipt of the Department of Education’s Annual Informed Borrowing Confirmation.

To notify us if you wish to reduce or decline your loans, or if you have any other questions about financial assistance, please email finaid@clarku.edu from your Clark email account.

**NOTE:** The FAFSA is required annually to award Federal Title IV Aid, State and Institutional Need-Based aid. If you wish to only be awarded merit-based aid annually, please send our office an email to notify us you will not be submitting the FAFSA.

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### Study Abroad

Domestic students studying abroad as part of a Clark-approved program are eligible to have their financial aid, with the exception of work-study, applied to those charges. We encourage students and families to plan for other out-of-pocket costs associated with studying abroad including, but not limited to, airfare.

Students receiving International Scholarships may use their scholarships only for study while in residence at Clark. These scholarships cannot be used to participate in off-campus study programs.

### 3:2 Programs

Students participating in 3:2 programs will apply for financial aid at the school into which they are matriculating. Clark’s institutional funding (merit- and need-based aid) is for Clark undergraduates and is limited to the period of time they are enrolled at the University. Funding is provided on a per-semester basis and not accelerated.

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### Graduate Students

Students who are pursuing an advanced degree from Clark University can complete the FAFSA and be evaluated for federal aid eligibility. Graduate students do not need to provide parent information on the FAFSA. We encourage all undergraduate students to explore graduate school options and the Accelerated B.A./Master’s Degree Program at Clark. Connect with the Clark’s Graduate Admissions Team at clarku.edu/graduate-education.

### Leave of Absence or Withdrawal

If you plan to take a leave of absence or withdraw from Clark University, you should schedule an appointment with the Office of Financial Assistance to discuss the impact of your decision on your current and future eligibility for financial aid. When a student is no longer attending the University the financial aid award is adjusted, according to the federal and institutional refund policies.

Please keep in mind, if you leave during the middle
of an academic period and have to repeat it in order to graduate, you may not, as defined on page 12, be making Satisfactory Academic Progress and would not be able to receive aid for the period being repeated. Additionally, students who have been awarded a Clark merit scholarship may take a leave of up to one year and retain the merit award when they return, assuming SAP is met. Students who go on leave for more than a year, or who withdraw, lose their merit scholarship award.

Return of Title IV Funds (federal and some state financial aid programs) Title IV rules assume that a student earns their aid based on the number of calendar days they remain enrolled for the term. Unearned aid, other than work-study, must be returned to the U.S. Department of Education until 60% of the semester has been completed. When the student meets or exceeds 60% of the semester, they are considered to have earned all of their aid.

Return of Institutional Financial Aid Students are allowed to retain institutional Clark grants and scholarships, including academic scholarships, at the tuition refund policy rate. Currently, the policy is as follows:

- A student who officially withdraws from the University or takes a leave of absence by the final day of Add/Drop will receive a 100% refund on tuition and mandatory fees and will be charged a daily rate on room and board.
- Students leaving or withdrawing in the first quarter are allowed to retain 50% of their financial aid.
- Students withdrawing during the second quarter may retain 75% of their aid.
- Students leaving or withdrawing after the second quarter may retain all of their Clark financial aid.

This policy is subject to change at the discretion of the University.

NOTE: The amount of prorated financial aid applied to the bill after the Return to Title IV and Return of Institutional Financial Aid calculations are completed may not cover all charges incurred during the period the student was enrolled. The student will be responsible for any remaining outstanding balance on their student account. Funds used during this period count toward a semester of institutional funding and federal eligibility usage calculations.

Return from Leave of Absence Students being readmitted to the university within one year can be evaluated for financial aid with submission of the required financial aid documents including, but not limited to, that year’s FAFSA and Student Application for Financial Aid. Please contact us with any questions.

Satisfactory Academic Progress (SAP) Students receiving financial aid of any type, including parent loans, and most private education loans, are expected to remain in good academic standing to make “satisfactory academic progress” toward their degree. SAP is defined by the U.S. Department of Education as “proceeding in a positive manner toward fulfilling degree requirements.” This is different from “academic standing,” which refers to requirements that must be met to continue to enroll at Clark (e.g., a grade of C or higher in at least two of every four classes taken).

The Office of Financial Assistance measures SAP according to three standards:

- GPA As an undergraduate, you must maintain a cumulative minimum 2.0 GPA
- Pace You must complete your registered units with passing grades as outlined below. Full-time bachelor’s degree students must successfully complete at least:
  - five units their first year
  - six units their second year
  - seven units each year thereafter
- **Time Frame**  Students must either complete their program within 150% of the published program length or not exceed the program length by more than 50%. Full-time undergraduate students receiving financial aid have a maximum of six years to complete a four year degree program.

Evaluation of SAP is made each year, following two consecutive terms of enrollment.

These requirements are prorated for students enrolled at less than full-time and students attending less than a full academic year.

Withdrawal from a course and courses not completed are counted in the number of courses attempted by the student. When considering repeated courses for measuring Satisfactory Academic Progress, the highest grade is used when calculating the cumulative GPA, and the repeated course is also counted in the number of courses attempted by the student. Only one repeat course can be funded with Title IV aid if the student has previously passed the repeated course. Transfer units accepted and counted toward a Clark University degree are counted in the number of units attempted and earned.

A student who does not meet SAP requirements is no longer eligible for financial assistance through either federal, state, or institutional funds. Additionally, a private education loan cannot be certified if satisfactory progress is a requirement for certification.

A student who is not making SAP will be notified in writing regarding their status, and may pursue an appeal. All appeals must be submitted in writing to the Director of Financial Assistance. Students should:

1) Cite specific circumstances, such as a death in the family, their own injury or illness, or other circumstances that prevented them from making SAP
2) Explain how and when they expect to meet the requirements for SAP
3) Describe what has changed to allow them to meet SAP requirements

If it is determined the student should be able to meet those requirements by the end of the next semester, the student will be placed on Financial Aid Probation for one semester, during which the student is still eligible to receive financial assistance. If it is determined the student would need more than one semester to meet the requirements, it is possible the student may be placed on Financial Aid Probation with an Academic Plan. The student may be eligible to receive financial assistance if an Academic Plan is in place.

A student who is not meeting the requirements for SAP

- **Time Frame**  Students must either complete their program within 150% of the published program length or not exceed the program length by more than 50%. Full-time undergraduate students receiving financial aid have a maximum of six years to complete a four year degree program.

Evaluation of SAP is made each year, following two consecutive terms of enrollment.

These requirements are prorated for students enrolled at less than full-time and students attending less than a full academic year.

Withdrawal from a course and courses not completed are counted in the number of courses attempted by the student. When considering repeated courses for measuring Satisfactory Academic Progress, the highest grade is used when calculating the cumulative GPA, and the repeated course is also counted in the number of courses attempted by the student. Only one repeat course can be funded with Title IV aid if the student has previously passed the repeated course. Transfer units accepted and counted toward a Clark University degree are counted in the number of units attempted and earned.

A student who does not meet SAP requirements is no longer eligible for financial assistance through either federal, state, or institutional funds. Additionally, a private education loan cannot be certified if satisfactory progress is a requirement for certification.

A student who is not making SAP will be notified in writing regarding their status, and may pursue an appeal. All appeals must be submitted in writing to the Director of Financial Assistance. Students should:

1) Cite specific circumstances, such as a death in the family, their own injury or illness, or other circumstances that prevented them from making SAP
2) Explain how and when they expect to meet the requirements for SAP
3) Describe what has changed to allow them to meet SAP requirements

If it is determined the student should be able to meet those requirements by the end of the next semester, the student will be placed on Financial Aid Probation for one semester, during which the student is still eligible to receive financial assistance. If it is determined the student would need more than one semester to meet the requirements, it is possible the student may be placed on Financial Aid Probation with an Academic Plan. The student may be eligible to receive financial assistance if an Academic Plan is in place.

The Academic Plan must be constructed by the student in conjunction with an academic adviser. In both Financial Aid Probation or Probation with an Academic Plan, the student’s academic record is reviewed at the end of the subsequent semester to see if they are meeting the requirements of SAP or are on schedule to meet those requirements following the Academic Plan.

When the academic record is reviewed it will be determined if the student:

- Is meeting the requirements for SAP
- Can continue on financial assistance for another semester based on the Academic Plan in place
- Needs to submit a new academic plan
- Will not be eligible for financial assistance until they make SAP once again

A student may appeal their ineligibility for financial assistance based on Satisfactory Academic Progress requirements only once.
Policies and General Guidelines

**HOW AID IS CREDITED**
All aid, except work-study, is first credited toward billed charges, regardless of its source. Aid is credited to your e-bill equally (one half for each semester) and is not accelerated. Credit-based loans are applied to your student account once approved and the funds are received from the lender.

**ADJUSTMENTS TO AID**
When adjustments to awards are necessary, our policy is to reduce or cancel federal-work study first, then loans. If necessary, institutional funding will be adjusted accordingly. Any resulting balance due is the responsibility of the student.

**VERIFICATION**
All aid is subject to review, adjustment, or cancellation after receipt of supporting documentation, tax documentation, or changes in a student’s status, in accordance with Title IV and University policies. After May 1, we will post the documents needed to complete verification to the student's CUWeb portal.

**WHEN TO NOTIFY US**
Each aid recipient is responsible for notifying the Office of Financial Assistance in writing of:

- Changes in anticipated enrollment or residency
- Changes in family financial circumstance as reported on the FAFSA/CSS Profile
- Receipt of outside aid/scholarship(s)

**FINANCIAL AID ELIGIBILITY**
Full-time undergraduate students are limited to eight semesters (fall/spring) of Clark University institutional financial aid. Under extenuating circumstances, students can appeal for a ninth semester of institutional aid. Appeals should outline the reason for extension of the degree completion time frame and should be addressed to the Director of Financial Assistance for consideration.

**NAME AND ADDRESS CHANGES**
The Registrar requires submission of forms and supporting documentation for these changes. Please contact that office for more information.

**ELIGIBILITY CRITERIA**
We assume that recipients will meet all tests of eligibility for financial aid established by the federal government and Clark University. If, at any time, the student ceases to be eligible, awards will be canceled and the student will be responsible for any remaining balance. Our assumption is that each student:

- Is accepted to and enrolled/will enroll in a degree program at Clark University
- Is a citizen or eligible noncitizen
- Maintains at least half-time status for Federal Title IV Aid (with the exception of Federal Pell Grant recipients). Institutional Aid requirements are outlined within the Award Guide.
- Maintains Satisfactory Academic Progress
- Remains free from default on any previous student loan or refund obligation
- Is eligible in terms of Demonstrated Financial Need
- Stays in compliance with Selective Service registration requirements

This award guide and all the information it contains can also be found under “Forms and Resources.”
clarke.edu/offices/financial-aid