

# ANTIOCH UNIVERSITY

ONLINE

## DEAR AU ONLINE STUDENT:

Congratulations on your acceptance to Antioch University Online (AUO)! Via *AU Direct/AU View*, you can review your financial aid award and approve or decline the offer for the 2017–18 academic year. Here are a few things to keep in mind:

- You are not required to accept all financial aid that is offered to you. To make changes in your award, contact the financial aid office via your Antioch email account to [financialaid.auo@antioch.edu](mailto:financialaid.auo@antioch.edu) and we will adjust your award. We will revise your award letter and let you know when it is ready for your approval.
- If you want to accept the Student Loans, you must complete the Master Promissory Note and Entrance Counseling, as outlined on page 4 of this packet.
- You must be registered for at least six credits to receive financial aid each Semester. Grant amounts are based in part on the number of credits you are taking. See page 5 for more details.
- *AU View* (see pages 7-8 for instructions on how to access this system) is a helpful resource for your financial aid and student account information, but should you have any questions about your billing or account history, and to request a book voucher, the Student Accounts Office can be reached at (937)769-1038 or [jdailey1@antioch.edu](mailto:jdailey1@antioch.edu).

### **Please complete the following steps:**

- Review and Approve/Decline Financial Aid Award Letter via *AU View*. (See pages 7-9 for instructions).**
- Complete Master Promissory Note online for Direct Loans (instructions on page 4).**
- Complete Loan Entrance Counseling online (instructions on page 4).**

If you have any questions, please contact us. Our office is open Monday through Thursday 8:30 am to 5:30 pm, Friday 8:30 am to 5:00 pm, and Saturday 7:30 am to 3:00 pm. You can reach us by phone at (937)769-1883 or by email at [financialaid.auo@antioch.edu](mailto:financialaid.auo@antioch.edu).

Sincerely,

The Financial Aid Office

# UNDERSTANDING YOUR AWARD LETTER

## IMPORTANT TERMS AND DEFINITIONS

**The terms near the top of your award letter are used to calculate your aid eligibility; they do not indicate the amount you will have to pay out of pocket. See page 3 for directions on calculating if your aid will cover your direct expenses.**

**BUDGET:** An **estimate** of the overall cost of attending (COA) Antioch for the fiscal year, including direct expenses (tuition and fees) and indirect expenses (e.g. books, transportation, and a portion of living expenses). The fiscal year runs from July 1 to June 30 of the following year.

**EXPECTED FAMILY CONTRIBUTION (EFC):** Based on the data you provided on your FAFSA, your EFC is the amount that the U.S. Department of Education calculated that your household should be able to contribute to your Cost of Attendance. **EFC is not what you will have to pay out of pocket to Antioch for your tuition and fees. See page 3 for information on calculating your Semester costs.**

**NEED:** The amount that remains after your EFC and need-based forms of aid are subtracted from the budget. If the resulting calculation is a positive figure, then you are considered to have financial need, and the Financial Aid Office may be able to offer certain types of need-based aid. This figure **does not** indicate your out of pocket cost. For details on calculating your out of pocket cost, see page 3.

## TYPES OF AID YOU MAY QUALIFY FOR:

(For all types of aid, if you qualify, we will automatically list it on your award letter, unless mentioned otherwise below).

**DIRECT LOAN:** Loans that are part of the Direct Student loan program, which helps students pay part of their educational expenses by borrowing directly from the government. Terms of the loan are covered in greater detail in the required Federal Loan Entrance Counseling and Master Promissory Note (see page 4). Loan repayment begins six months after you graduate, withdraw, or drop below half-time status.

**DIRECT SUBSIDIZED FEDERAL LOAN:** If you have Unmet Need, a portion of your Direct Loan may be offered as a Subsidized Direct Loan. The federal government pays the interest on subsidized loans while you are enrolled at least half-time.

**DIRECT UNSUBSIDIZED FEDERAL LOAN:** You are not required to have Unmet Need to borrow an unsubsidized loan, but you are responsible for interest that accrues during deferment periods with this loan type.

**GRANTS:** Federal and Ohio State grants are awarded to undergraduate students based on need and income. Grants are considered “gift” aid – they do not need to be repaid. See page 5, or contact the AUO Financial Aid Office for more information on the timing of grant disbursements and for an explanation of how grant amounts are tied to enrollment status (the number of credits a student is taking per Semester).

**ALTERNATIVE LOAN:** If you feel you need additional financial assistance, you may qualify for an alternative loan. Students may borrow up to the cost of attendance less any financial aid received. Interest rates, fees, and approval of this loan are determined by your credit history. Please contact the Financial Aid Office for more information about alternative loan options.

# TUITION AND FEES 2017-2018

**PER CREDIT COST: \$350**

**+ TECHNOLOGY FEE: \$75 PER SEMESTER**

(More information about costs and fees listed at <https://www.antioch.edu/auonline/admissions-aid/financial-aid/tuition-and-fees/>)

## HOW TO DETERMINE IF YOUR FINANCIAL AID WILL COVER YOUR COSTS

1) See the example chart below to find your total tuition and fees amount based on the number of credits you plan to take. Credit loads listed in the chart below reflect credit loads commonly taken by students in the BA completion program. Use the tuition rate (\$600 per credit) to determine your tuition cost if your anticipated credit load is not listed in the chart below.

2) Calculate your total financial aid per Semester by totaling all grants, scholarships, and loans listed on your award letter. Keep in mind that ~1% is taken off the principal amount of Direct Loans in [origination and default fees](#).

For example, a Subsidized Direct Loan amount of \$1,000, less ~1% (~\$10) in fees, means ~\$990 is applied to your student account when the loan is disbursed.

3) Subtract the total financial aid for the Semester from your total tuition and fees. If there is a positive number remaining, this is the amount you will need to pay for the term. If there is a negative number, this is the amount of financial aid that exceeds your tuition and fees and will be returned to you in a refund check. See page 5 for an explanation of the refund policy – and please contact the Financial Aid Office if you have any questions.

This **example** chart outlines how a student's costs are affected based on number of credits taken in a given quarter. In this **example**, the student is offered Direct Loans totaling \$6,250 (\$6,183 after the ~1% lender origination fee), and a Pell Grant for a maximum of \$1,000 per quarter. **\*See page 5 for an explanation of why grants amount change based on the number of credits attempted.**

Number of Credits	Tuition Cost	Tech Fee	Total Tuition and Fees	Total Aid Package			Remaining Balance on Student Account
				---			
				Loan	Pell Grant	Total	
12	\$4,200	\$75	\$4,275	\$6,183	\$1000	\$7,183	(\$2,983)
9	\$3,150	\$75	\$3,225	\$6,183	\$750	\$6,933	(\$3,783)
6	\$2,100	\$75	\$2,175	\$4,125	\$500	\$4,625	(\$2,525)
3	\$1,050	\$75	\$1,125	Not eligible*			\$1,050

*This chart is an **EXAMPLE** – follow steps 1-3 above to calculate costs based on your aid package.*

**\*You must take at least six credits in order to remain financial-aid eligible.**

# REQUIRED STEPS TO COMPLETE BEFORE YOU CAN RECEIVE DIRECT LOANS

1. You receive notice that your award letter is ready for review on *AU View*. Please review and then approve or decline the award via *AU View*. If you accept Direct Loans, go to step two. If you declined the loans, then you're done.
2. Sign in at [www.studentloans.gov](http://www.studentloans.gov). This may require registering for a Federal Student Aid ID and Password (FSA ID).
3. Under "Counseling" on the left side tool bar, click on **Complete Entrance Counseling** and follow the directions to complete the loan entrance counseling.
4. After completing the loan entrance counseling, under "Master Promissory Note," click on **Complete MPN**.
5. Follow the directions to complete the MPN for **Subsidized/Unsubsidized** Direct Loans.
6. Make sure that as part of step 6, after the system opens a new tab/window for you to review the HTML version that you go back to the most recent window to **click "continue" one last time. The MPN is not complete until you get to the confirmation screen that lists the time when the MPN is submitted.**

**Loan funds cannot be released until the Master Promissory Note and Entrance Counseling steps are complete. If you believe you previously completed these steps at a prior school, please contact the financial aid office for confirmation.**

# FREQUENTLY ASKED QUESTIONS

**Q: On my award letter, it says “Remaining Need of ‘X dollars’” – Is this what I have to pay out of pocket?**

A: The terms at the top of your award letter are used to calculate your aid eligibility; they do not indicate the amount you will have to pay out of pocket. See page 3 for directions on calculating if your aid will cover your direct expenses.

**Q: I applied for aid and signed my award letter. What happens next?**

A: Before each session, you will register for classes (your program will provide you the details on that process). The charges for tuition & fees will post to your Student Account (which you can view on AU View). Typically, during the first week of the term, Direct Loans and the Federal SEOG (grant) are credited to the student’s account. The Pell Grant and Ohio State Grant are credited during week three. Financial aid in excess of tuition and fees is then returned to the student in a refund check to assist the student with their education expenses (books, supplies, transportation costs, etc.).

The Student Accounts Office outlines exact refund check mailing dates and times before the start of each Semester; new students will receive details during Orientation, and via email after online registration. You will also have the option to enroll in Direct Deposit. If you have questions about the timing of your refund, please contact the Student Accounts office at 937-769-1038 or [jdailey1@antioch.edu](mailto:jdailey1@antioch.edu). Please note that you do not need to make an out of pocket payment if your financial aid will fully cover your bill. This is often a small point of confusion, as we publish the first of the month as our tuition deadline, but do not always disburse loan funds by that point. As long as your expected financial aid exceeds your costs, Student Accounts will not assess a late payment fee.

**Q: I want to borrow only enough to cover my costs. Do I have to take the whole loan amount offered?**

A: If you would like to make an adjustment to your award, you can contact the financial aid office either in person or via Antioch Gmail and we will revise the offer.

**Q: Why does my award letter say “Full-Time? for each semester? If I take fewer credits will my grant amounts change?**

A: To receive financial aid, an undergraduate student must take at least six credits a Semester. For a student offered grants, the amount of the grant varies based on the number of credits for which the student enrolls. In general, the financial aid office will automatically adjust grants according to the formulas below. Students with relatively low Pell grant amounts (EFC figures above 4500) may not be eligible for partial Pell grants.

**Q: If I attend at only half-time status (6-8 credits), will my Direct Loans also be reduced by 50%?**

A: No – only grants are scaled based on attempted credit load. All students who meet the six-credit minimum are offered the full Direct Loan amount based on their grade level.

Credits	Enrollment Status	Pell Grant amount
12 or more	Full-time	100% of maximum offered
9-11	Three-Quarter Time	75% of maximum offered
6-10	Half-time	50% of maximum offered

# RIGHTS AND RESPONSIBILITIES

## **YOU HAVE THE RIGHT:**

- \* To privacy. All records and data submitted with your application for financial aid will be treated confidentially.
- \* To accept or decline any offer of financial assistance.
- \* To an explanation of how your financial need was determined.
- \* To be notified before your aid is canceled.

## **YOU HAVE THE RESPONSIBILITY:**

- \* To read and understand all financial aid documentation and to provide correct information.
- \* To maintain satisfactory academic progress as outlined in the AUO Catalog.
- \* To repay with interest (if required) any aid advanced to you for which you are not or were not eligible.
- \* To complete a loan counseling session online.
- \* To repay on time any loans advanced to you.
- \* To report any changes in resources, including scholarships from private organizations.
- \* To use financial aid funds only for educational related expenses.
- \* To inform the Financial Aid Office if you are a member of a religious order (e.g. priest, nun, minister, rabbi, etc.)
- \* To keep your lender and the AUO Registrar's Office informed at all times of your current address and changes to your name.
- \* To apply for financial aid each year by completing the FAFSA and submitting any supporting documentation required by the Financial Aid Office.

## **IMPORTANT CONSIDERATIONS:**

- \* Loan funds will not be released if the Master Promissory Note and Entrance Counseling are not completed.
- \* Students are encouraged to set up direct deposit of their financial aid refunds, through the AU View system. Please contact the AUO Student Accounts Office at 937-769-1038 or [jdailey1@antioch.edu](mailto:jdailey1@antioch.edu) if you have any questions about direct deposit.
- \* You will have to reapply for financial aid for Summer 2018 to Spring 2019 by completing the 2018-2019 Free Application for Federal Student Aid (FAFSA). You can apply as early as October 1, 2017.

# HOW TO APPROVE/REJECT YOUR FINANCIAL AID AWARD

1) Using your AUeID, log-in to [audirect.antioch.edu](https://audirect.antioch.edu)

https://audirect.antioch.edu

ANTIOCH UNIVERSITY

AUDirect | LOGIN

User ID:

Forgot User ID

Password:

Forgot or Reset password

Password Self Service Guide

Login

2) Click on the "AU View" button



3) On the next menu, select the “View Financial Aid Status and Checklist” Link

**CURRENT STUDENTS**


The following links may display confidential information.

<b>Admission Information</b> <a href="#">Student Intent To Enroll</a>	<b>Registration</b> <a href="#">My Holds</a> <a href="#">Search for Sections</a> <a href="#">Register for Sections</a> <a href="#">Register and Drop Sections</a> <a href="#">Manage My Waitlist</a>
<b>User Account</b> <a href="#">Update My Contact Information</a>	
<b>Financial Information</b> <a href="#">View Account and Make Payments</a>	<b>Academic Profile</b> <a href="#">Program Evaluation</a> <a href="#">Test Summary</a> <a href="#">My Class Schedule</a> <a href="#">My Profile</a> <a href="#">Apply for Graduation</a> <a href="#">My Academic Credit History</a>
<b>Financial Aid</b> <a href="#">View Financial Aid Status and Checklist</a>	

*CHANGE PASSWORD | LOG OUT | MAIN MENU | STUDENTS MENU | FAQ*

4) Click the link to Review and accept your Financial Aid Package

Select an Award Year:

 **Your Financial Aid Package is now ready!**  
Your financial aid award package is now ready for your review and acceptance.  
**[Review and accept your Financial Aid Award Package](#)**



## 5) Accept or Decline the Offered Aid

**You have the following Awards**

Your award package assumes you will be enrolled full-time. If you enroll less than full-time, the financial aid you actually receive may be less than what is stated here. Please contact your Financial Aid counselor if you have questions about your enrollment status.

**Scholarships and Grants** \$1,600.00  
10% Money you don't have to pay back

Award	Status	Total Awarded Amount	Summer Semester 2016	Fall Semester 2016
<b>Federal Work-Study</b> <a href="#">View award</a>	Stu Accepted Online	\$0.00	\$0.00	\$0.00
<b>AUNE Scholarship</b> <a href="#">Accept or Decline</a>	Pending	\$1,600.00	\$800.00	\$800.00

**Loans** \$14,000.00  
90% Money you have to pay back

Award	Status	Total Awarded Amount	Summer Semester 2016	Fall Semester 2016
<b>Unsubsidized Loans</b> <a href="#">Accept or Decline</a>	Pending	\$14,000.00	\$7,000.00	\$7,000.00

**Award Total**

Award	Total Awarded Amount	Summer Semester 2016	Fall Semester 2016
<b>Total Awards</b> <a href="#">Accept or Decline All</a>	\$15,600.00	\$7,800.00	\$7,800.00

**Loan Requirements Checklist**

- ✔ Complete [Complete Direct Loan Entrance Counseling](#)  
You completed the Direct Loan entrance counseling on 1/1/2016
- ⚠ Incomplete [Sign a Direct Loan Master Promissory Note](#)

**You can accept each award by clicking these individual links**

**Or, you can accept ALL awards still requiring action by clicking this link.**