



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**Office of Financial Aid and Scholarships**  
One University Plaza, Youngstown, OH 44555  
330-941-3505  
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[www.ysu.edu/finaid](http://www.ysu.edu/finaid)

# HOW TO ACCEPT YOUR FINANCIAL AID OFFER

## A STEP-BY-STEP GUIDE

*Dear Student,*

The enclosed Financial Aid document reflects your current financial aid offer from Youngstown State University. The offer is based on full-time attendance for the academic year. In the event that future aid is subsequently added (state grants, federal loans, miscellaneous scholarships, etc.), notification of offer adjustments may be viewed online. Log in to the **PENGUIN** Portal to access your financial aid summary.

*What to do with your offer:*

- Review the amounts that appear on your financial aid offer carefully.
- Read the explanation of financial aid offer descriptions.
- Refer to the instructions "How to Accept Your Financial Aid Offer in Banner" to accept and authorize YSU to process the student aid being offered.
- Locate the financial aid offer due date to ensure timely online acceptance of your financial aid.

Please contact our office at 330-941-3505 with questions, or call 330-941-3506 to make an appointment with one of our Financial Aid Counselors.

Sincerely,

Patrick Hoffman  
*Director, Office of Financial Aid and Scholarships*



# TABLE OF CONTENTS

I.	How to Accept Your Financial Aid Offer	3
II.	Federal Student Loan Application Process	9
III.	Parent PLUS Application Process	11
IV.	Summer Aid Application Process	12
V.	Explanation of Financial Aid Offer	13
VI.	Eligibility	15
VII.	Tuition Refund Policy and Complete Withdrawal	16

## HOURS FOR THE OFFICE OF FINANCIAL AID AND SCHOLARSHIPS

FALL, SPRING AND SUMMER SEMESTERS	
Office Hours	Monday–Friday 8 am - 5 pm
Walk-in Hours	Monday–Friday 10 am - 12 pm Monday–Friday 2 pm - 4 pm
Counselor Appointments*	Monday–Friday 8:30 am - 4:30 pm <i>To set up an appointment, call 330-941-3506</i>

The Office of Financial Aid and Scholarships is open 8 am - 5 pm over academic breaks.

\* Financial Aid Counselors are available Monday through Friday usually between 8:30 a.m. and 4:30 p.m. To schedule an appointment, call 330-941-3506. If you are unable to meet at these times, you may ask to speak with a counselor to make special arrangements that will accommodate your schedule.

## How to Accept Your **2023-2024** Financial Aid Offer in Banner

Browse to <http://penguinportal.ysu.edu> and login



## Click 'Financial Aid' from the e-Services for Students channel

Click Here

A screenshot of the Penguin Portal Home page. The left sidebar contains a menu with links: Home, Students, Library, Faculty/Staff, My Page, and Banner. An arrow points from the text 'Click Here' to the 'Banner' link. The main content area is divided into several sections: 'e-Services for Students' (with links like 'Access My Student Information', 'Register for Orientation', 'Production ALEKS Placement Test', 'Register for IGNITE', 'Financial Aid', 'Accept Award Offer', 'View Financial Aid Status', 'Register for Classes', 'Instructions', 'Important Dates', 'Final Exam Schedule', 'Student Records', 'Update Campus Directory Information', 'Not Available', 'Update Address/Phone', 'University Bursar', 'View/Pay Bill', 'Enroll in Payment Plan', 'View/Print Form 1098T', 'Request Parking Pass', 'Blackboard Learn 9', 'handshake', 'Cancellation of Classes and Closing Procedures', 'Library Services', 'Lynda.com', 'Student Employment Opportunities', and 'Student Organizations'), 'E-mail + Calendar' (with a Microsoft Office 365 logo), 'Search' (with a search bar and links like 'Faculty/Staff (Legacy) Directory', 'Faculty/Staff (Website) Directory', 'Student E-mail Directory', 'A-Z Index', and 'Google Search'), 'YSU News' (with a news item about the Ethics Bowl), 'Campus News & Events' (with a 'View YSU Events Here' button), and 'Campus Pics' (with a photo of students).

On the Home tab, select **2023-2024** Aid Year

Financial Aid

Award Year: 2023-2024 Aid Year

Home

Aid Offer

Financial Aid History

Resources

Notifications

Satisfactory Academic Progress

College Financing >

Responses Required ⓘ

?

Financial Aid Offer Questions  
Click "view questions" to answer question(s) that must be completed prior to accepting your financial aid offer. Your financial aid offer cannot be accepted until answered.

VIEW QUESTIONS

Select Aid Year



Click "View Questions"

Financial Aid

Award Year: 2023-2024 Aid Year

Home

Aid Offer

Financial Aid History

Resources

Notifications

Satisfactory Academic Progress

College Financing >

Responses Required ⓘ

?

Financial Aid Offer Questions  
Click "view questions" to answer question(s) that must be completed prior to accepting your financial aid offer. Your financial aid offer cannot be accepted until answered.

VIEW QUESTIONS

Click Here



Answer the mandatory questions and then click "Submit"

Select Semester →

### Financial Aid Offer Questions

Please answer the following mandatory question(s). Answering the question(s) will enable the accept option on your financial aid offer.

**YSU Expected Graduation Term:**

What is your expected graduation semester from Youngstown State University?

Submit

Click Here →

### Financial Aid Offer Questions

Please answer the following mandatory question(s). Answering the question(s) will enable the accept option on your financial aid offer.

Submit

#### Answers Waiting Review

Question	Answer
<b>YSU Expected Graduation Term:</b>	After Spring 2024
What is your expected graduation semester from Youngstow...	

## On the Aid Offer tab, review and accept aid offers

### Financial Aid

Award Year: 2023-2024 Aid Year

[Home](#) [Aid Offer](#) [Financial Aid History](#) [Resources](#) [Notifications](#) [Satisfactory Academic Progress](#) [College Financing](#)

[View your Award Payment Schedule](#)

This is your Financial Aid Offer. Please review the information below. After taking action on each of your funds, please submit the offer by clicking the "Submit" button at the bottom of this page.

Expected Enrollment Status ⓘ  
Full-Time

Housing Status ⓘ  
Campus Housing

Expected Family Contribution ⓘ  
\$1,400.00

## Accept grants, scholarships, and loans, then click "Submit"

### Grants and Scholarships to Pay for College ⓘ

Type	Fall 2023	Spring 2024	Amount	Take Action
Red and White Scholarship	\$1,000.00	\$1,000.00	\$2,000.00	Select ▼
Federal Pell Grant	\$2,773.00	\$2,772.00	\$5,545.00 ACCEPTED	
Federal SEOG Grant	\$200.00	\$200.00	\$400.00	Select ▼
Estimated State of Ohio Grant	\$1,350.00	\$1,350.00	\$2,700.00	OFFERED ⓘ
	\$5,323.00	\$5,322.00	\$10,645.00	

Click Here

Click Here

### Loans ⓘ

Type	Fall 2023	Spring 2024	Amount	Take Action
Federal Subsidized Loan	\$1,750.00	\$1,750.00	\$3,500.00	Select ▼
Federal Unsubsidized Loan	\$1,000.00	\$1,000.00	\$2,000.00	Select ▼
	\$2,750.00	\$2,750.00	\$5,500.00	

Click Here

Click Here

Submit

Click Here

Read the Terms and Conditions and review Loan Balance totals, click the box to acknowledge the Terms and Conditions and click "Accept Award"

Click Here →

Click & Submit →

## Terms and Conditions

Important Information

**Summer Aid**

You must accept your fall/spring aid prior to requesting aid in the summer. The online Summer Aid Application is provided as a means to move accepted fall/spring aid to the summer. The Summer Aid Application is available (time of year permitting) on the financial aid web site.

**Parent PLUS Loans**

Parent PLUS loans require parental information and can not be accepted through the Penguin Portal. If you have been offered a Parent PLUS loan, information on how to apply for the loan is provided on the 'Notifications' tab.

**Federal Direct Stafford Loans**

You may accept your Stafford Loan eligibility online only once; additional requests and changes to your accepted loans must be completed in person at the Office of Financial Aid and Scholarships. When determining the amount you wish to borrow for the year, include summer funding if needed. A signed Master Promissory Note (MPN) and Entrance Counseling completion are additional requirements that all first time borrowers must complete (see additional information on the 'Notifications' tab).

**Title IV Refund Policy**

Financial Aid is earned by attending classes. If you fail to attend any classes, then you are not entitled to financial aid that you may have been awarded.

Title IV financial aid awards are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance was awarded. If a student completely withdraws on or before the 60% point in time of the enrollment period, calculated using calendar days, a portion of the federal aid awarded may need to be returned according to the provisions of the Higher Education Amendments of 1998. **This recalculation may result in the student owing a balance to Youngstown State University and/or the Federal Department of Education.**

**Loan Balance**

It is important to track your student loan debt. We advise students to borrow the least amount of loan funding as possible. By acknowledging these terms and conditions, you are indicating that you are aware of your current Federal student loan debt. Loan information is based on the last update YSU received on 10/31/2022. Based on timing, this may or may not include your most recent loans.

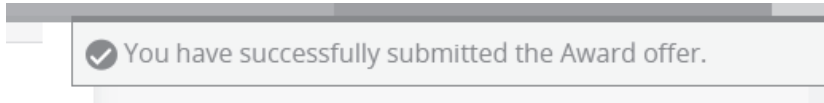
- Your Federal Subsidized Loan Balance is: \$2,750.
- Your Federal Unsubsidized Loan Balance is: \$0.
- Your Total Federal Student Loan Balance is: \$2,750.

☐ I acknowledge these terms and conditions.

Accept Award



View upper right-hand corner message to confirm successful submission




On the Notifications tab, review messages/additional requirements

## Financial Aid


Award Year: 2023-2024 Aid Year

[Home](#) [Aid Offer](#) [Financial Aid History](#) [Resources](#) [Notifications](#) [Satisfactory Academic Progress](#) [College Financing >](#)

 No Withdrawal Information found.

**Federal Pell Grant**

Effective July 1, 2012, regulations now limit a student's Pell grant eligibility to the equivalent of 12 full-time semesters. Students who have reached their 12 full-time semester limit will no longer receive Pell grant funding.

**Federal Supplemental Opportunity Grant (FSEOG)**

Funding levels for the Federal SEOG grant program are subject to reduction by the Department of Education. The amount on your offer is based on tentative funding information. If the Department of Education reduces funding...

**Entrance Counseling**

Every first time borrower at YSU is required to complete Entrance Loan Counseling. Our records indicate that you have not completed this requirement. If you plan on accepting and securing Stafford Loan funds you must complete...



## FEDERAL STUDENT LOAN APPLICATION PROCESS FOR 2023-2024

To secure a Federal Student Loan, three requirements must first be satisfied:

1. **Student accepts their Federal Student Loan eligibility online via the PENGUIN portal.**
2. **Student completes Entrance Loan Counseling** (one-time requirement).
3. **Student signs a Direct Loan Master Promissory Note.**

**Entrance Loan Counseling** is an interactive counseling session designed to help students understand the responsibilities that come with borrowing student loans. This is a one-time requirement and only required for first-time borrowers. Students must complete Entrance Loan Counseling at [studentaid.gov](https://studentaid.gov).

**Student Master Promissory Note (MPN)** is a legally binding contract the student must sign. The MPN, signed with the Department of Education, is an agreement to repay the loan money borrowed. An FSA ID is required to sign the MPN electronically. Students must sign an MPN at [studentaid.gov](https://studentaid.gov).

**Annual Student Loan Acknowledgment** is an optional acknowledgment completed by a borrower of a subsidized/unsubsidized loan, a PLUS Loan for graduate/professional students, or a PLUS Loan for parents, and is recommended you complete each year you accept a new Federal Stafford Loan at [studentaid.gov](https://studentaid.gov).

## Studentaid.gov

The screenshot shows the homepage of the Federal Student Aid website. At the top, there is a header with the text "An official website of the United States government." and links for "Help Center" and "English | Español". Below this is a navigation bar with the "Federal Student Aid" logo and several menu items: "UNDERSTAND AID", "APPLY FOR AID", "COMPLETE AID PROCESS", and "MANAGE LOANS". There are also links for "Log In" and "Create Account". The main content area features a large heading "You Are America's Smartest Investment" with a subtext explaining that the U.S. Department of Education's office of Federal Student Aid provides more than \$120 billion in financial aid. To the right of this text are buttons for "Log In" and "Create Account". At the bottom, there are four cards representing different stages of the student aid process: "Considering School", "In School", "Parent", and "In Repayment", each with a brief description of the user's situation.

An official website of the United States government. Help Center English | Español

Federal Student Aid AN OFFICE OF THE U.S. DEPARTMENT OF EDUCATION

UNDERSTAND AID APPLY FOR AID COMPLETE AID PROCESS MANAGE LOANS Log In Create Account

# You Are America's Smartest Investment

The U.S. Department of Education's office of Federal Student Aid provides more than \$120 billion in financial aid to help pay for college or career school each year.

Log In

Create Account

**Considering School**  
*I'm thinking about going to*

**In School**  
*I'm in the process of earning a*

**Parent**  
*I want to help my child pay for*

**In Repayment**  
*I have loans I need to repay.*

## DISBURSEMENT REGULATIONS

Loan funds accepted will be split evenly between the fall and spring semesters. Students are limited to 50% of their yearly loan eligibility in any single term. If, for example, a student's yearly eligibility is \$10,000, the maximum that the student could borrow in a single term would be \$5,000, or 50% of the loan. A student may move money to the summer, but the maximum eligibility for any single term in the aid year will be 50% of the yearly eligibility.

## QUESTIONS & ANSWERS ABOUT FEDERAL DIRECT STUDENT LOANS

### **What is the Master Promissory Note (MPN)?**

An MPN is a legally binding contract the student must sign. It is an agreement to repay the Federal Loan money borrowed. The MPN also describes your rights and responsibilities as a student loan borrower.

### **How long is the MPN valid?**

An MPN will expire 10 years after the date it is signed. However, you must complete a new FAFSA for each year you wish to receive a loan.

### **Who is eligible to borrow?**

Students enrolled at least half-time in a degree or teacher-certificate program are eligible. Audited classes are not covered by financial aid and are not counted when determining enrollment status for financial aid.

### **What is the interest rate?**

Federal Subsidized Student Loans, with a first disbursement made on or after July 1, 2022, will have a fixed rate of interest of 4.99%. Federal Unsubsidized Student Loans have a current fixed 4.99% rate of interest. Note: Graduate students are eligible only for unsubsidized loans at a current 6.54% interest rate. The Parent and Grad PLUS Loan interest rate is currently set at 7.54%.

### **Are there fees associated with borrowing?**

All Direct Federal Loan disbursements are subject to a 1.057% origination fee. The Direct PLUS origination fee is 4.228%.

## What are the yearly and lifetime maximum federal loan amounts?

	Dependent Undergraduates	Independent Undergraduates	Graduate Student
1 <sup>st</sup> year (Freshman)	\$5,500 Max \$3,500 of this amount may be in subsidized loans	\$9,500 Max \$3,500 of this amount may be in subsidized loans	\$20,500 Max \$0 of this amount may be in subsidized loans  Effective July 1, 2012 grad students are no longer eligible for subsidized student loans
2 <sup>nd</sup> year (Sophomore)  Associate degree borrow as 2 <sup>nd</sup> year students	\$6,500 Max \$4,500 of this amount may be in subsidized loans	\$10,500 Max \$4,500 of this amount may be in subsidized loans	
3 <sup>rd</sup> & 4 <sup>th</sup> years (each) (Junior and Senior)	\$7,500 Max \$5,500 of this amount may be in subsidized loans	\$12,500 Max \$5,500 of this amount may be in subsidized loans	
Aggregate loan limits for life of student's education	\$31,000 Max \$23,000 of this amount may be in subsidized loans	\$57,500 Max \$23,000 of this amount may be in subsidized loans	\$138,500 Max \$65,500 of this amount may be in subsidized loans  The graduate debt limit includes Stafford Loans received for undergraduate study


## PARENT PLUS APPLICATION PROCESS

The PLUS Application site combines the YSU PLUS Loan Request and Parent Direct Loan Master Promissory Note under one process.

### ***Why a separate process?***

A Parent PLUS loan application requires parental information and, for that reason, cannot be accepted by the student via the online financial aid offer. To apply, parents must log in to studentaid.gov using their FSA ID and request the loan. **Please note the 2023–2024 Parent PLUS loan application will be available in April 2023.**

## Studentaid.gov




[UNDERSTAND AID](#)
[APPLY FOR AID](#)
[COMPLETE AID PROCESS](#)
[MANAGE LOANS](#)
[Log In | Create Account](#)


# You Are America's Smartest Investment

The U.S. Department of Education's office of Federal Student Aid provides more than \$120 billion in financial aid to help pay for college or career school each year.


[Log In](#)
[Create Account](#)




**Considering School**  
I'm thinking about going to



**In School**  
I'm in the process of earning a



**Parent**  
I want to help my child pay for



**In Repayment**  
I have loans I need to repay.


## SUMMER AID APPLICATION PROCESS

With the possible exception of certain tuition-specific funding sources like vocational rehabilitation, requesting summer aid does not increase the amount of a student's financial aid offer for the year. Students who opt to receive aid in the summer can expect to receive less funding in the fall and spring semesters. A student may be eligible to receive an additional Federal Pell Grant, however, for the summer term. To qualify, the student must otherwise be eligible to receive Pell Grant Funds for payment period (Fall and Spring), and must be enrolled at least half-time in the summer semester. The student may not exceed 150 percent of the Pell Grant funding scheduled for the year.

### How do I apply for summer aid?

YSU provides a Summer Aid Application that enables students to request aid that they have accepted to be moved to the summer. The Summer Aid Application is provided as a means to move previously accepted aid from the fall/spring to the summer. It is not an application for additional aid.

1. Accept financial aid online through the process documented in this enclosure.
2. Next, complete the Summer Aid Application on our website.

**YOUNGSTOWN  
STATE  
UNIVERSITY**

Q | A-Z

ABOUT YSUACADEMICSADMISSIONSSTUDENT LIFE  
TUITION & FINANCIAL AID

HOME / OFFICE OF FINANCIAL AID AND SCHOLARSHIPS / SUMMER AID APPLICATION

### Summer Aid Application

The following form is not an application for consideration for aid. This application is a request to move aid already offered and accepted for the 2023-2024 academic year to the summer semester. With the possible exception of certain tuition-specific funding sources like vocational rehabilitation, requesting summer aid does not increase the amount of a student's financial aid offer for the year. Students who opt to receive aid in the summer can expect to receive less funding in the spring term, as most funds used in the summer semester will be moved from the spring.

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#### SUMMER AID

The following financial aid funds are eligible funding sources for summer. Federal and State grants are offered based upon the results of the Free Application for Federal Student Aid (FAFSA). If you have not completed the FAFSA for the 2023-2024 school year, you will not be granted access to the application. All appropriate eligibility requirements must be met, including satisfactory academic progress requirements for federal aid.

**Federal Pell Grant -**  
Per federal regulation, a Pell Grant eligible student who enrolls in the summer will receive a portion of their grant aid in the summer. In addition, regulations now limit a student's Pell grant eligibility to the equivalent of 12 full-time semesters.

### Contact Us

330-941-3505 (phone)  
330-941-3506 (appointment)  
330.941.1659 (fax)  
Walk-in: M-F: 10-12 / 2-4  
Federal School Code: 003145  
[ysufinaid@ysu.edu](mailto:ysufinaid@ysu.edu)  
  
@YSUFinancialAid  
Staff Directory

### Note on summer loans:

The Summer Aid Application allows students to move loan funds accepted for the fall/spring to the summer. It is not an additional loan request. Be sure to accept the loan amount needed for the entire academic year (summer, fall, spring) when accepting your aid, then complete the Summer Aid Application, moving needed funds to the summer.

# EXPLANATION OF FINANCIAL AID OFFER

## Explanation of the information and funding sources found on the Financial Aid Offer

**The College Financing Plan** – This consumer tool is utilized by participating institutions to notify students about their financial aid package. It is a standardized form that is designed to simplify the information that prospective students receive about costs and financial aid so that they can easily compare institutions and make informed decisions about where to attend school. The College Financing Plan became available for use beginning in the 2013-2014 aid year.

**Federal Pell Grant** – This federal grant is offered to undergraduate students based on financial need who are U.S. citizens or eligible non-citizens. Eligible students must be accepted for enrollment in a degree or certificate program and pursuing their first associate or bachelor's degree. Students attending less-than-full-time will have their Pell Grant prorated based on the number of hours enrolled. Effective July 1, 2012, regulations now limit a student's Pell Grant eligibility to the equivalent of 12 full-time semesters.

**Ohio College Opportunity Grant (OCOG)** – This State of Ohio grant is offered to undergraduate students based on financial need. Eligible students must be Ohio residents, enrolled in an eligible program, pursuing their first associate or bachelor's degree and meet the same satisfactory academic progress (SAP) requirements as is required to receive federal financial aid. The deadline to receive consideration is October 1<sup>st</sup>. Ohio College Opportunity Grants are offered to eligible students attending less-than-full-time and are subject to availability of funds and need eligibility. Eligibility for the Ohio College Opportunity Grant is derived using the applicant's Expected Family Contribution (EFC).

**Federal Work-Study** – This federal program provides part-time campus jobs for undergraduate and graduate students based on their financial need. The rate of pay is regulated by the federal minimum wage law. Job openings can be viewed online. Returning students are permitted to work during the summer semester based on job availability.

**Federal Supplemental Educational Opportunity Grant (FSEOG)** – This federal grant is offered to undergraduate students based on exceptional financial need. First consideration will be given to students with maximum Pell Grant eligibility. Recipients must be enrolled in an eligible

program, registered at least half-time, and pursuing their first associate or bachelor's degree. FSEOG is subject to the availability of funds.

**Martin Luther King Merit Award (Incoming Freshman)** – This merit-based award is available to new high school graduates from Campbell Memorial, Cardinal Mooney, Chaney, East, Farrell, John F. Kennedy, Niles McKinley, New Castle, Sharon, Struthers, Summit Academy, Ursuline, Warren G. Harding, Youngstown Christian and Youngstown Early College. Recipients must have a grade point average of at least a 3.0, based on a 4.0 scale, and an ACT score of 19 or SAT score of 990.

**Housing Grant** – This grant is available to new and continuing students on a first-come, first-served basis. Need-based awards of up to \$2,000 per academic year are available to students who have financial need and live in University Housing or University Courtyard Apartments. New incoming freshmen must live in YSU housing their first year to receive Housing Grant funds. Preference will be given to students who live at least 30 miles from the university. Recipients must be admitted to the university and enroll full-time. Early completion of the FAFSA is encouraged as funds are limited. A completed FAFSA is a requirement. The priority filing date for applications is December 1 for new students, and February 15 for continuing students, and a separate online application must be completed.

**Federal Direct Subsidized and Unsubsidized Stafford Loans** – Youngstown State University students who complete a FAFSA and have not met their aggregate loan limit will be offered the Federal Direct Loan based on grade level upon date of aid packaging. The federally funded Subsidized Stafford Loan has a fixed interest rate, which will be 4.99% beginning July 1, 2022. The subsidized loan interest is paid by the federal government while you are enrolled at least half-time. Federal Unsubsidized Stafford Loan interest accrues from the time the loan is first disbursed. The current interest rate for the Unsubsidized Stafford Loan is a fixed 4.99% for undergraduate students and 6.54% for graduate students. Repayment of both types of Stafford Loans begins six months after graduation, separation, or enrollment of less-than-half-time. Student borrowers cannot exceed their designated annual loan limits and maximum total debt allowed by federal law.

**Federal Direct PLUS Loan** - This federally funded loan has a fixed interest rate currently set at 7.54%. Parents of dependent undergraduate students are eligible to borrow based on their credit-worthiness. Repayment of the Federal PLUS Loan generally begins 60 days after the final loan disbursement for each academic year, but may be deferred until six months after the student graduates, separates, or drops below half-time enrollment. A parent will have the option of requesting a deferment as part of the loan request process. A parent can also contact loan servicer to request a deferment.

**Federal Direct PLUS Loans for Graduate and Professional Students** - This federally funded loan has a fixed interest rate, currently set at 7.54%. The loan is available to students who are enrolled in a graduate or professional program (a program that leads to a master's or doctoral degree) and who have reached their annual Stafford Loan limit. Additional requirements include minimum half-time enrollment and a good credit history; a credit check is required for approval. Repayment of the loan will begin six months after graduation, separation, or enrollment of less-than-half-time.

### **PHEAA Grant**

The Pennsylvania Higher Education Assistance Agency Grant provides grants to Pennsylvania residents who are YSU students. Students may be full-time or half-time undergraduates enrolled in an approved program of study requiring at least two years to complete. The deadline to receive consideration is May 1.

### **YSU PHEAA Match**

Recognizing the legislative cap on Pennsylvania grants to Pennsylvania residents attending Ohio universities, Youngstown State University has initiated a supplemental grant program funded by the YSU Foundation and the university. This grant is automatically awarded to YSU students who are awarded a PHEAA grant. The supplemental grant will be awarded in amounts up to 200% of the PHEAA grant, subject to availability of funds.

# ELIGIBILITY

## **Satisfactory Academic Progress**

Youngstown State University is required to uniformly measure a student's progress toward his or her degree. The citation process is not dependent on the student's receiving financial aid. A student becomes disqualified for financial aid when he or she fails to maintain either the minimum required grade point average, continually fails to successfully complete enrolled credit hours, or exceeds the maximum number of credit hours required to complete a degree. The complete policy is available on the Office of Financial Aid and Scholarships' website, and can also be found in YSU's *Undergraduate Catalog*.

## **Repeated Classes**

Under new regulations, students passing a course with a grade of D or above can retake the same course only one more time to receive federal financial aid for that course. Courses taken for a third time are no longer eligible for federal financial aid. The new regulations impact Federal Pell Grants, Supplemental Educational Opportunity Grants, Work Study, Stafford Loans and PLUS Loans.

## **Undergraduate Enrollment Status**

Full-time status is achieved by an enrollment of 12 semester hours or more. Three-quarter-time enrollment is 9 to 11 hours. Half-time students are enrolled 6 to 8 hours, and an enrollment of 1 to 5 hours is deemed less-than-half-time. Enrollment status for the purposes of offering financial aid is determined as of the last day of the 100% refund policy, or as of the date aid is offered if that aid is offered after the last day of the 100% refund policy. Enrollment status for Federal Stafford and PLUS Loans is locked in the date the loan is certified; however, the student must maintain a minimum half-time enrollment for the loan to be disbursed.

## **Graduate Enrollment Status**

Full-time status is achieved by a graduate enrollment of 6 semester hours or more. Half-time students are enrolled 3 hours and an enrollment of less than 3 hours is deemed less-than-half-time.

## **Adjustment Of Aid When Registered Hours Are Changed**

Financial aid that pays 100% of specific fees are adjusted as per YSU's tuition-refund policy. Federal Stafford and PLUS loans already disbursed are not adjusted; however, dropping below half-time will result in credit balances being returned to the lender and cancellation of future disbursements for the respective loans. Federal Pell Grants are adjusted according to enrollment status through the end of the refund period. After that date, Pell Grants are not adjusted unless the federal refund formula is applied in connection with a complete withdrawal.

## **Other Adjustments And Corrections**

Youngstown State University reserves the right to adjust financial aid offer amounts in order to prevent or correct over-awards, to comply with federal, state and agency regulations or donor guidelines, and to maintain fiscal responsibility.

## **Transfer Students**

All transfer students will be classified as freshmen until their credit hours have been accepted and documented by the Office of Undergraduate Admissions. Transfer students will need to complete Entrance Loan Counseling and MPN before loans at YSU can be disbursed.

## **Exit Counseling**

Students who have received Federal Stafford Loans while attending Youngstown State University are required to complete a federally mandated Exit Counseling online before graduating or leaving school. This interactive counseling session is designed to help the student plan for the repayment of their student loans. Contact the Office of Financial Aid and Scholarships for further information. A link to Exit Counseling is provided on our website at [www.ysu.edu/finaid](http://www.ysu.edu/finaid).



# TUITION REFUND POLICY

Students who receive Title IV Federal Aid are strongly encouraged to meet with someone in the Office of Financial Aid and Scholarships prior to completely withdrawing from all courses to review financial aid information. Students should meet with someone in the Office of University Bursar prior to completely withdrawing from all courses to review account balance.

To withdraw from a single course, or from all courses (complete withdrawal), it is necessary to process a change of registration via the PENGUIN Portal – Registration. It is the student’s responsibility to confirm that the withdrawal was correctly processed. Nonattendance of class, or notification to the instructor or department, does not constitute official withdrawal.

## Title IV Federal Student Aid Refund Policy

Financial aid is earned by attending classes. You may be required to return your entire award or a portion of it, depending on your class attendance record. Students who receive a refund of Title IV monies and fail to begin attendance in all courses must return their refund immediately to the University Bursar. Failure to return the money immediately will initiate a 30-day demand letter to be generated to the student from the Federal Lender Servicer. If monies are then not returned to the Lender Servicer by the student, the student will be considered to be in default by the Federal Government and will no longer be eligible to borrow any Title IV funds. In addition, monies not returned by the student to the Lender Servicer may reduce the student’s eligibility of funds for the same school year.

If a student is permitted to withdraw from the university or if a student reduces his or her academic load, a refund of the tuition charge, and the nonresident tuition surcharge, where applicable, shall be made in conformity with the following schedule for regularly scheduled courses:

Length of course	100% refund	No reduction of charges
More than 8 weeks	through the 14th day of term*	15th day of term and later*
8 weeks or less	through the 7th day of term*	8th day of term and later*

*\* Since access to change of registration is now available online 24/7, **every day of the week is counted** (including weekends and holidays) when calculating tuition refunds.*

Note: For a complete withdrawal from any term, all applicable fees, fines, and penalties will be deducted from any refunds. If fees were paid by scholarship, loan, or grant-in-aid, the appropriate credit will be issued to the fund from which the initial payment was made. Student accounts paid with financial aid awards may be subject to a financial aid repayment.

Any withdrawal, or reduction in academic hours, processed after the tuition refund schedule outlined above will not be entitled to any reduction of charges and/or refund unless an *Application for Involuntary Withdrawal* is submitted and approved by the Fees and Charges Appeals Board. The form for this one-time appeal is available at the Office of University Bursar (Rm 227 Meshel Hall). Please be sure to carefully review all information included on the reverse side of the form. All decisions of the Fees and Charges Appeals Board are final and binding.

## What is Title IV?

Title IV federal financial aid includes: Pell, SEOG, Federal Direct Student Loans and PLUS Loans. Title IV financial aid awards are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance was awarded. If a student completely withdraws on or before the 60% point in time of the enrollment period, calculated using calendar days, a portion of the federal aid awarded (Pell, SEOG, Federal Direct Student and PLUS Loans - but not Federal Work Study) may need to be returned according to the provisions of the Higher Education Amendments of 1998. This recalculation may result in the student’s owing a balance to Youngstown State University and/or the federal Department of Education. Contact the Financial Aid and Scholarships Office (330-941-3505) for a full explanation of the impact of a complete withdrawal. Students who receive federal aid funds are encouraged to seek financial aid advisement before processing a complete withdrawal.

Youngstown State University does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity and/or expression, disability, age, religion or veteran/military status in its programs or activities. Please visit [www.ysu.edu/ada-accessibility](http://www.ysu.edu/ada-accessibility) for contact information for persons designated to handle questions about this policy.

The Board of Trustees reserves the right to change the Tuition Refund Policy without notice if conditions warrant.