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Financial Aid Tips:
- Never pay money to get money!
- Check out the CASH COURSE on our website - it is an excellent resource for managing your money wisely.
- If you have questions, contact the Office of Financial Aid

VETERANS - make sure to contact the Office of Financial Aid if you are taking Winter or Summer session classes & want to receive benefits!!

Extremely Important Information about Applying for Financial Aid

When the FAFSA is submitted online, you (and your parents) may be able to complete a data match with the IRS to transfer your tax information onto the FAFSA. We highly encourage this process, if you are presented with the option.

Beginning with the 2012-2013 academic year, if you are selected for Verification and required to submit tax documents, we will no longer be able to accept a copy of your tax return. You must obtain a tax return transcript from the IRS. Beginning with the 2014-2015 year, you will also need to provide your W-2s.

This may cause a delay in the processing of your financial aid since it may take longer for you to obtain the proper tax documents. Please be patient during this process.

It’s Time to Apply for Financial Aid Again

MU’s DEADLINE FOR THE FAFSA IS MARCH 15, 2015

FAFSA Information
- Apply between January 1 and March 15, 2015 to be considered for all types of financial aid (federal, state, and institutional).
- Submitting your FAFSA within the above dates will help you meet PHEAA’s deadline of May 1, 2015 for State Grant consideration.
- The FAFSA can be completed online at www.fafsa.gov

If you completed a FAFSA in 2014-2015, you can complete a Renewal FAFSA online. Be sure to list Millersville University (school code 003325) and list your housing status.

For a full list of common questions that students and/or parents have questions about, please see our website under Applying for Aid → FAFSA Common Questions.

PIN Number Information
- You need a PIN to sign your FAFSA (this is your electronic signature)
- If you do not have a PIN, go to www.pin.ed.gov. Select “Apply for a PIN”
- If you have one, but do not remember it, select, “Request a Duplicate PIN”
- The student and at least one parent must have a PIN number (unless parental information is not required on the FAFSA)

Scholarship Applications are Available
- Applications are now available for scholarships offered by the MU Office of Financial Aid
- The applications are due in the Office of Financial Aid no later than February 13, 2015.
- There are a variety of scholarships available.
- Applications must be mailed or submitted in person. They cannot be submitted electronically.
- Applications are available on our website: www.millersville.edu, select Financial Aid, then select Grants & Scholarships, then MU Scholarships.
- You can download the application by clicking on the name of the scholarship.
- Applications are also available in the Office of Financial Aid (Lyle Hall)
- Check the website for more details regarding the specific MU Scholarships
In order for your financial aid to be processed before your bill is due, you must:

1. Complete the FAFSA before March 15, 2015
2. Complete the Millersville University 2015 Summer Financial Aid Request Form (available online after February 15, 2015) and submit it by March 15, 2015.
3. Be admitted as a degree-seeking student and maintain enrollment of 6 credits or more throughout the summer to be eligible for federal loans.

YOU MUST HAVE A SUMMER AID APPLICATION COMPLETED IF YOU WANT FINANCIAL AID PROCESSED FOR SUMMER!

See our website for more details about Summer Aid and for the Summer Aid Application. You can submit the Summer Aid Application online or download the application and send it to the Office of Financial Aid.

Processing of Summer Aid will begin in April 2015.

Viewing your Financial Aid Information Online

All financial aid information can be seen electronically through a student’s MAX account.

- Once you log into your MAX account, use the following steps to view your financial aid information.
- Select “Financial Aid”
  
  **My Overall Status of Financial Aid**

- Select the academic year
- You can check your Unsatisfied Student Requirements, Outside Resources, Academic Progress Status, and Financial Aid History.

  **My Eligibility**

- You can check the Document Requirements or Holds on your account, as well as messages related to each of those requirements. There may be links to forms you can complete online or other forms you can download and return.
- You can link to view your Academic Transcript.

- You can check your Academic Progress Status and the history of your Academic Progress.

  **My Awards**

- You can view your financial aid awards by academic year.
- You can view your financial aid award history – it will list all types of financial aid you have received at Millersville University (no history is available prior to the 1999-2000 academic year)
- You can view your Loan Application History – any loans you have that have been processed through our office.
- You can view your Account Detail by Term – a detailed summary of all credits to your bill (after they have paid to your account) and charges by semester.

- You can complete the Summer Financial Aid Request Form online.

  **E-Mail MU Office of Financial Aid**

- This allows you to send an email to the Office of Financial Aid. We ask the following if you are sending us an email:
  - When corresponding via email, please provide your MU Student ID number. We often cannot respond to you without checking your account. (For security reason, please do not provide your Social Security Number by email).
  - If you have questions or issues which are complicated and/or lengthy, please call our office at 717-871-5100 instead of emailing us.

Please note: all official information and emails are sent to student’s Millersville University email account, so it is a good idea to check that email on a regular basis.
Scholarship Searches & Scams

- There are numerous scholarships available for students at all grade levels.
- Check with your department, local, state, and national associations affiliated with your major, and online.
- Register with scholarship databases that will match scholarships based on your profile – be sure to update your profile regularly.
- See our website for more information on scholarship searches.
- Beware of companies that contact you saying you received a federal grant, but they need your checking account number or credit card number – Federal or State Grants do NOT require that kind of information.
- Never pay money for scholarship searches.
- Remember – if it sounds too good to be true, it probably is.

Maintaining Eligibility for Financial Aid

Satisfactory Academic Progress (SAP)

- To receive and maintain Federal financial aid, you must cumulatively earn 75% of credits attempted.
- An earned credit is defined as a credit for which the student did NOT receive a previous grade of A, B, C, D, or pass.
- For federal aid, ALL students are reviewed, regardless of receipt of financial aid. Federal aid includes the Pell Grant, SEOG, Perkins Loan, Work-Study, Stafford Loan, PLUS Loan, and Graduate PLUS Loan.
- Failure to maintain 75% of credits earned versus credits attempted will result in the loss of federal aid.
- Recipients of the PA state grant (PHEAA) are required to earn 24 new credits per academic year based on full time enrollment, and 12 new credits based on part time enrollment.
- You can view the full Satisfactory Academic Progress policy on our website. Go to www.millersville.edu, select Financial Aid, select Financial Aid Eligibility, and select Maintaining Financial Aid eligibility (SAP).
If you (or your parent, if you are a dependent student) have lost your job, you may be eligible for more financial aid.

▪ If your (or your parents’) income for 2014 will be less than your income for 2013, an adjustment of your information provided on the 2014-2015 FAFSA can be done for the 2014-2015 academic year when you complete our Special Condition Form OR

▪ If you (or your parents) indicate on the FAFSA that you are a dislocated worker on the 2015-2016 FAFSA, you will receive information on how to apply for a Special Condition in June 2015.

▪ Be sure to send in all required documentation. A letter will then be sent to you to indicate what, if any, changes have been made to your financial aid awards for the 2015-2016 academic year.

Have you or a parent recently lost a job?

Office of Financial Aid
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Millersville PA 17551

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FAX: (717) 871-2248
EMAIL: FA.Mail@millersville.edu

Office Location:
Lyle Hall
1st Floor

Office Hours:
Monday – Friday
8am – 5pm

Financial Aid Staff
Dwight Horsey
Director

Marcy Ashton
Associate Director
VA Certifying Official

Tammy Bittner
Systems Administrator

Julia Tighe Howey
Loan Coordinator/
Financial Aid Processor

Emiyaril Alvarez
Grants Coordinator/
Financial Aid Counselor

Giselle Fernandez
Scholarship Coordinator
VA Certifying Official

Stephanie McNelis
Secretary

DO YOU NEED A JOB? You can search for jobs on Career Connection.

Go to www.millersville.edu

➢ Click on the “Current Students” tab
➢ Under Quick Links, click on “Career Services”
➢ Go to the bottom of the page to the “Career Connection” section.

For CWS information go to: www.millersville.edu/elcm/volunteer/work-study.php

Information regarding federal loan repayment options is now available on our website.