Spring 2016 Financial Aid Updates

Below you will find important financial aid information for the upcoming Spring 2016 semester.

Fall 2015 Satisfactory Academic Progress (SAP) Review: The Financial Aid Office is required by federal and state laws to review a student’s progress toward the completion of their degree objective. As a financial aid recipient, you are expected to pass all of your classes and maintain the required CSUDH grade point average to remain eligible for financial aid. SAP review will be conducted prior to disbursing Spring financial aid awards. Students that do not meet our SAP standards will be notified on their campus email account. For more information on our SAP Policy, please visit http://www4.csudh.edu/financial-aid/satisfactory-academic-progress-sap/index.

Spring 2016 Refunds: The Financial Aid Office will begin crediting Spring 2016 financial aid awards to student accounts on January 13, 2016. Financial aid refunds will begin to be processed to eligible students by Student Financial Services prior to the first day of classes. Classes begin on January 23, 2016. The refund will be the balance after payment of any outstanding University obligations (e.g., tuition fees, housing charges, etc). Refunds will continue to be processed each week during the semester. If you receive a refund and then decide to withdraw from the University or drop units, you will be required to repay all or part of the financial aid received. For information on procedures to drop a course or to withdraw from the University contact the Registration Help Line at (310) 243-3645. PLEASE NOTE: Financial aid awards are based on full-time enrollment (12 units undergraduate & credential students and 8 units (500 series) for master students). If you enroll less than full-time or are on a waitlist, your awards may be adjusted.

PLEASE NOTE: If you have decided to borrow a Federal Direct Loan, you have the right to cancel all or a portion of your loan. To do so, you must submit a signed request informing the Financial Aid Office within 14 days of disbursement so that the funds may be returned.

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Summer Session 2016: If you are planning to attend Summer Session 2016 and would like to be considered for summer aid, please complete and submit a Summer 2016 Request Form. The printable form will be available on our website mid-March. Submit your form in-person to the Financial Aid Office (WH B-250) so that we may determine your potential summer eligibility. For more information on summer financial aid, please visit our web site at http://www.csudh.edu/studentaffairs/financialaid/summer_aid.shtml

2016-2017 Federal Financial Aid Application & Deadlines: Beginning January 1, 2016, you may complete, electronically sign and submit your 2016-2017 Free Application for Federal Student Aid (FAFSA) by visiting www.fafsa.gov. If you haven’t logged in to a Federal Student Aid site (such as fafsa.gov or StudentLoans.gov) since May 10, 2015 you will need to create an FSA ID before you can log on in the future. If you already have a PIN, you can link your information to your new FSA ID by entering your PIN while registering for your FSA ID. (This will save you time when registering for your FSA ID.) If you’ve forgotten your PIN, don’t worry; you can either enter the answer to your PIN “challenge question” during the FSA ID registration process to link your PIN, or you can just create your FSA ID from scratch. The FSA ID has replaced the PIN for increased security.

The FAFSA filing deadline is Wednesday, March 2, 2016. To reduce possible mistakes and streamline the financial aid application process, you and your parents (if required) may be eligible to use the IRS Data Retrieval process. This means when filling out your FAFSA you may be eligible to automatically retrieve your federal tax information directly from the IRS into your FAFSA! To use this feature, we strongly encourage you and/or your parents to file your federal tax returns as early as possible before completing the FAFSA. The IRS Data Retrieval process will be available beginning February 1, 2016.
If additional documents are needed to determine your financial aid eligibility, the documents will be listed on your “To Do” list. The deadline to submit all requested documents is **Thursday, May 12, 2016**. Only students that meet both deadlines (March 2 and May 12) will have their registration fees deferred. Students not meeting the deadlines **MUST** pay their registration fees from their own resources by the payment deadline. The University offers an Installment Payment Plan to assist student with paying their registrations fees.

If you are unable to use the IRS Data Retrieval process, you may be asked to submit a copy of your/your parents 2015 IRS Federal Tax Return Transcript. The Financial Aid Office can no longer accept copies of the student and/or parent federal tax return. You may request a FREE of charge transcript of the 2015 federal tax return from the IRS in one of three ways:

- Online at [www.irs.gov](http://www.irs.gov) – Click “Get Transcript of Your Tax Records.” Click “Get Transcript ONLINE” or “Get Transcript by MAIL.”
- By calling 1-800-908-9946 – Follow the prompts
- By mail using the IRS Form 4506T-EZ

Please visit the following website for detailed information on how the request an IRS federal tax return transcript: [http://www.irs.gov/individuals/article/0,,id=232168,00.html](http://www.irs.gov/individuals/article/0,,id=232168,00.html)

**2016-2017 California DREAM Act Application:** It’s time for eligible AB540 students to submit a 2016-2017 California DREAM Act Application beginning January 1, 2016 at [https://dream.csac.ca.gov/](https://dream.csac.ca.gov/). The priority deadline to apply is **Wednesday, March 2, 2016**. Student and parents may electronically sign their application using a State Personal Identification Number (PIN) or by signing a signature page and mailing it to the California Student Aid Commission.

If additional documents are needed to determine your financial aid eligibility, the documents will be listed on your “To Do” list. The deadline to submit all requested documents is **Thursday, May 12, 2016**. Only students that meet both deadlines (March 2 and May 12) will have their registration fees deferred. Students not meeting the deadlines **MUST** pay their registration fees from their own resources by the payment deadline. The University offers an Installment Payment Plan to assist student with paying their registrations fees.

**Financial Aid Eligibility and Repeating Classes:** Students are only eligible to receive financial aid once when retaking previously passed classes. For students that have previously passed a class and subsequently failed the same class, any additional attempt cannot be included in the enrollment status for determining aid eligibility. The Financial Aid Office will identify students who are repeating previously passed classes and reduce their awards based on the adjusted enrollment status. Students will be notified via their campus email account and directed to the Student Center to view their revised awards. Repeated classes may also count against Satisfactory Academic Progress (SAP) which must be taken into consideration when determining aid eligibility. Make sure to read the SAP Policy on our web site at [http://www3.csudh.edu/student-affairs/financial-aid/sap/default.html](http://www3.csudh.edu/student-affairs/financial-aid/sap/default.html) for more information.

**Office Hours:** The office will be open Saturday, January 23, 2016 from 8:30 a.m. – 1:00 p.m. Office hours during the first week of classes January 25 - 29, 2015; Monday - Thursday 8:00 a.m. - 7:00 p.m. and Friday 8:00 a.m. - 2:00 p.m. Beginning February 1, 2016, the office will resume regular office hours: Monday - Thursday 8:00 a.m. - 6:00 p.m. and Friday 8:00 a.m. - 2:00 p.m.