

Clarks Summit University

2017-2018 Guide to Financial Aid Awards

This guide provides important details and helpful information regarding your financial aid awards, how they are calculated, and the University's financial aid policies. In addition you will find an explanation of the steps you will need to take to finalize your awards and maintain your eligibility for aid in future years. We encourage you to review this information carefully and share it with your parent or spouse so that you and your family have a clear understanding of your financial aid awards.

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The Financial Aid Office at Clarks Summit University is committed to serving you and your family in helping you get the most out of the aid available to you by providing thorough information, anticipating your concerns, providing helpful answers in a courteous and Christ-like manner, distributing aid in a consistent, fair, and equitable manner, and by doing all we can do to help you succeed academically, spiritually, and financially as you prepare for a future of service to our Lord, Jesus Christ.

REVIEWING YOUR AWARD LETTER

It is important to remember when comparing award letters between schools that not all schools include the same types of costs and aid on their letters. For example, one school may include the Parent PLUS loan, while another school may not. One school may include indirect costs while another school may not. Even though these types of aid and charges likely apply at both schools, your award letter may not include them. It is important to keep this in mind when comparing letters. Clarks Summit University has elected to include only direct costs on the award letter, and has chosen not to include the PLUS loan, although it is still available.

HOW YOUR AID IS DETERMINED

Clarks Summit University uses your Expected Family Contribution (EFC) which results from information you provided on the FAFSA, as well as formulas established by the federal government which determine your "financial need." Financial need is calculated using the following equation.

$$\text{Cost of Attendance} - \text{Family Contribution} = \text{Financial Need}$$

Need-based aid such as Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, State Grants, and the Subsidized Stafford Loan is meant to help you fill the gap between your cost of attendance and your family contribution. Merit-based scholarships are not based on need.

Expected Family Contribution (EFC)

The EFC is calculated by a formula established by Congress and is based on information provided on the FAFSA. The EFC is used as a measure of how much of a student's or family's resources may be available to contribute to the cost of the student's education for the year.

For undergraduate dependent students, the total family contribution includes contributions from both the parent's and student's income and assets.

Cost of Attendance

The maximum amount of financial aid, including gift aid (grants and scholarships) and self-help aid (loans and federal work study), that you receive in an academic year cannot exceed your total cost of attendance. It is the responsibility of the institution to make sure this does not happen.

The Financial Aid Office determines the cost of attendance each year. It has two parts—*direct costs*, which are fixed, such as tuition, fees, and room and board, and will appear on your billing statement, and *indirect costs*, such as books and supplies, travel, and miscellaneous personal expenses for which you will not be billed, and which may vary from student to student. Clarks Summit University determines allowable amounts for indirect costs by regional averages set by the U.S. Bureau of Labor Statistics as well as student surveys.

This year's full year, full time, undergraduate cost of attendance for on campus students is as follows:

Direct Costs

Tuition	\$23,170
Room & Board (21 meal plan)	\$6,150

Indirect Costs

Books & Supplies	\$1,000
Travel Expenses	\$800
Personal Expenses	\$900

Total Cost of Attendance: \$32,020

Online students and commuter students living off campus have a separate cost of attendance. The cost of attendance also changes for less than full time or half year attendance. Under ordinary circumstances, students are expected to live within their established cost of attendance.

Special Circumstances and the Revaluation of Financial Need

Certain circumstances will allow the Financial Aid Office to either increase your cost of attendance or adjust components of your EFC which may result in a lower EFC and therefore increased financial need. It is important to note that adjustments will not be made unless doing so will increase your financial aid awards package.

Cost of attendance increases can be made for the documented purchase of a personal computer, additional costs for travel between your home and the institution if you live on campus or are a commuter, and for higher living costs of previously established off campus living situations.

Clarks Summit University can make changes to income, family size, and number in college on your FAFSA under the following circumstances:

- Loss of Income from work or other sources
- Legal separation or divorce
- Death of a parent or spouse
- Excessive medical, dental, child care or nursing home expenses not covered by insurance
- One time lump sum payments received
- Tuition paid for siblings in elementary or secondary school
- IRA to ROTH IRA conversions
- A parent attending college at least half time
- Marriage of student

Under extreme circumstances, with proper documentation, the University will override a student's dependency status as determined by the FAFSA. Making the student independent will qualify them for additional unsubsidized loan funds and will usually decrease the EFC. These extreme circumstances include: abandonment by parents, an abusive family environment that threatens the student's health or safety, and the student being unable to locate his or her parents. The University **cannot** override a dependency status based on a parent's refusal to support the student or a student's full support of themselves.

If you are a dependent student and your parent refuses to sign the FAFSA **and** has cut off all financial support, with proper documentation you may qualify for additional unsubsidized loan funds.

If you feel that you or your family has any of the above special circumstances, contact the *Financial Aid Office at 570.585.9215*. You will be asked to document the details of your situation and your income on the appropriate forms.

GRANTS AND SCHOLARSHIPS

Grants and scholarships are types of gift aid and do not have to be repaid. They may come in the form of institutional grants or scholarships from Clarks Summit University, federal grants, state grants, or outside scholarships.

Taxability of Aid

At the conclusion of each calendar year students will receive an IRS form 1098-T "Tuition Statement." You should be aware that grants and scholarships received in excess of tuition and fees are subject to U.S. federal income taxation. We recommend you contact your tax advisor with any questions.

Institutional Scholarships from Clarks Summit University

Institutional grants and scholarships are available to undergraduate students in associate or bachelor degree programs taking classes on campus. Online students do not qualify. Students receiving college tuition remission may not qualify for some scholarships. Contact the Financial Aid Office for more information. Required applications for specific awards and a full list of scholarships and amounts may be found on the [Scholarships](#) page of the Clarks Summit University website.

Unless otherwise noted, each grant or scholarship requires a minimum 2.0 high school or college transfer GPA. Students with less than 24 college credits will be evaluated based on high school GPA. All students must be full time (minimum of 12 credits per semester.) If your initial award is calculated from a partial transcript, your award will be adjusted once the final transcript is received.

Mission Fit Scholarship

This scholarship takes into consideration the student interview, relationships, involvement, etc. It may be awarded in addition to the Distinguished Student Scholarship.

High School Dual Enrollment Refund

Students who took classes on campus or online as a high school student at Clarks Summit University will receive this award as a refund of tuition paid during that time when they later enroll as a full time on campus college student. Some restrictions apply.

Distinguished Student Scholarships—current

Dean's Scholarship \$6,000

- 3.0 + high school or transfer GPA

Provost's Scholarship \$6,000

- 3.4 + high school or transfer GPA

President's Scholarship \$6,000

- 3.7 + high school or transfer GPA

Distinguished Student Scholarships (Pre 16-17)

Awarded to students with a minimum GPA, and ACT or SAT scores (math and critical reading sections only). Other character requirements apply. Awards are in limited quantity and application materials should be submitted no later than April 1. Students may receive only one distinguished student award. Awards are automatically renewed each year when you maintain a 3.0 GPA or higher.

President's Scholarship

- 3.6 minimum high school or transfer GPA
- Minimum ACT 28 or SAT 1250

Dean's Scholarship

- 3.25 or higher minimum high school or transfer GPA
- Minimum ACT 22 or SAT 1000

Church Matching Grant

Matching grant of up to \$500 per year for gifts from your church. Yearly application required.

RA Scholarship

Resident Assistant students receive a \$1,400 scholarship for their first year and receive an additional \$200 per year for their successive years of service.

RiSE Worship Team Scholarship

Awarded to active member of the SU RiSE Worship Team. Award amounts may vary and are determined by the RiSE team leader

Clarks Summit University Grant (Pre 16-17)

Awarded automatically to all incoming freshman and college transfer students with a 2.0 GPA or higher. It is calculated based on EFC and GPA. If you do not file the FAFSA, you will not receive a grant. The award amount remains the same from year to year and is automatically renewed when you maintain a 2.0 GPA or higher.

Christian Workers Grant (Pre 16-17)

Awarded to dependent students with a parent who is a full time employee (major wage earner) of a church or para-church organization. Yearly application required.

Christian Leadership Scholarship (Pre 16-17)

Awarded to students actively involved in ministry, considered a leader by their pastor, teachers, and peers with a desire to continue their service to the Lord by ministering to others. Limited quantity. Application materials should be submitted as soon as possible. Automatically renewed with a 2.5 GPA or higher.

AWANA Citation Scholarship (Pre 16-17)

Awarded to recipients of the AWANA citation award. Verification of award from AWANA headquarters is required. Awards for placement in state competitions will be made in the student's 1st year only. Awards for placement in national competitions will be spread over the course of years in the student's program. State and national awards may be stacked. Only one national placement will be honored.

Nurturing Abilities for Christ (Pre 16-17)

Awarded to 1st place winners at the National NAC competition in one of the following categories: Solo instrument, Children's Ministry Teacher, Dramatic Arts, Interpretive Scripture Memorization, Creative Writing, Poetry, Media and Publicity, Music Composition, Persuasive Speech, Teen Challenge Speaker, Teen Evangelist Speaker, Vocal Solo I or II.

Word of Life Bible Institute Scholarship (Pre 16-17)

Awarded to transfer students from Word of Life, in good standing, with a 3.0 GPA or higher. Students should contact their admissions counselor for more information. This award is in limited quantity.

Word of Life Certificates and Coupons (Pre 16-17)

Students who receive coupons or certificates from Word of Life for Cre8tive Discipleship, Teens Involved, or Steadfast Awards must submit the original certificate to the Financial Aid Office to redeem their award. Maximum award for combined certificates is \$3,500 per year.

Awards Chapel Scholarships

These scholarships are donor funded and are awarded to students during the University's annual Award's Chapel event each Spring. They are applied to student accounts the following Fall semester, unless graduating the current year. Students are able to apply for scholarships once a year during a window of time designated by the Financial Aid Office. Applications are reviewed by committee when nominations are sought from the student's resident director and professors. Awards total over \$100,000 and range from \$200 - \$2,000 per student.

Federal Grants

Automatically awarded based on FAFSA results to undergraduate students enrolled in associate or bachelor degree programs. FAFSA applications must be submitted each academic year. Students must maintain [Satisfactory Academic Progress](#) in order to retain awards.

Pell Grant

Awarded to students with exceptional financial need as determined by the U.S. Department of Education. Pell Grant amounts are based on EFC and student enrollment status. Award amounts are estimated and subject to change pending final authorizations by Congress.

Federal Supplemental Educational Opportunity Grant (FSEOG)

Awarded to on campus students with financial need. First priority is given to students who also receive a Pell Grant. Funding is limited and students should submit their FAFSA no later than May 1 in order to be considered for an award.

State Grants

Clarks Summit University receives state grant funding for undergraduate students from Pennsylvania, Ohio, Vermont, Massachusetts, Connecticut, Delaware, and West Virginia. Awards are based on need as determined by the State as well as FAFSA results. Additional state applications may be required. Students should contact the appropriate agency in their state of residence for specific application and eligibility requirements. Award amounts are estimated and subject to change by state approving agencies.

Pennsylvania State Grant

The Pennsylvania Higher Education Assistance Agency (PHEAA) administers the grant to FAFSA filers demonstrating sufficient need as determined by the agency.

Pennsylvania residents will receive an email notice from PHEAA to the address specified on the student's FAFSA within 2-3 business days after the FAFSA has been filed with information on submitting the additional *State Grant Application*. Students must be enrolled at least half time (6 credits or more per semester) in an on-campus associate or bachelor's degree program and take no more than 50% of their on-campus program courses online per semester in order to receive a grant. Hybrid classroom time must exceed online requirements in order to be eligible. Students with documented health concerns may contact PHEAA for an exception.

FAFSA applications must be filed no later than May 1 in order to be considered for a grant. **PHEAA will not make awards to Clarks Summit University unless the student puts Clarks Summit U as the first school listed on their FAFSA.** If Clarks Summit University is not the first school listed on your FAFSA, go to www.fafsa.gov and make a correction to your already submitted FAFSA.

Outside Scholarships

Students at Clarks Summit University find outside scholarships from a number of sources including churches, para-church organizations, civic organizations, parent work places, professional organizations, ethnic associations, historical societies, and private companies and corporations. A number of websites facilitate online searches for resources such as these. A list of recommended sites may be found on the [External Scholarships](#) page of the Clarks Summit University website.

In addition to these, students with disabilities may qualify for Vocational Rehabilitation payments. Students should contact their local Office of Vocational Rehabilitation for more information.

Books and other publications which contain lists of scholarships organized by state of residency, scholarship deadline dates, religious denomination, or course of study may also be available through your local library or inter-library loan. For a full list of titles visit www.rspfunding.com. Clarks Summit University maintains a copy of *Money for Christian College Students* on reserve in the Murphy Memorial Library. We encourage you to take a look during your next visit.

GI BILL and ROTC

Clarks Summit University accepts tuition payments for service members, veterans, and their dependents from various federal education and training programs of the U.S. Department of Veteran Affairs. Students using the GI Bill should check their eligibility and apply for benefits at www.va.gov. Students who participate in ROTC must inform the Financial Aid Office.

Applying for loans is easy...

1. File the FAFSA.
2. Get accepted and pay your enrollment deposit.
3. Once enrolled, log into your student portal. From there either accept the maximum loan, or, if you desire a lesser amount, type in the amount you wish to receive and submit the change.
4. If you are a new student, use your FAFSA pin and sign into www.studentloans.gov. Complete the Entrance Counseling and electronically sign your Master Promissory Note (MPN).

****New students MUST both sign the MPN *and* complete Entrance Counseling before their loan can be applied to their account.****

Parents applying for a PLUS loan must complete the [PLUS Loan Request Form](#).

Loan Questions?

If you have additional questions about student loans, repayment, or the process of applying for them, try visiting the Federal Student Aid website at www.studentaid.ed.gov.

If you don't find your answers there or are having trouble with portal, feel free to call or write our Loan Coordinator:

Benjamin Schuit

Loan Coordinator, Clarks Summit University

ph. 570.585.9212

bschuit@clarkssummitu.edu

LOANS

Although no one prefers to borrow, loans have become an ever growing necessity for students to meet college costs over recent years. We understand that borrowing is a reality for the majority of students and we want to do all we can to help you in the process both now and after you graduate.

Unlike gift aid, student loans are considered self-help aid and must be repaid, usually with interest. Interest rates vary between loan programs. It is always best to consider the options from various sources before borrowing.

The precise terms and conditions of your loan will be contained in your promissory note, an agreement that borrowers must sign before their loan can be applied to their student account. Students must maintain Satisfactory Academic Progress to retain loan eligibility in subsequent years.

Federal Direct Stafford Loans

These loans are provided by the U.S. government paid by your school directly to your student account. After loans have been paid, the U.S. Department of Education will assign a loan servicer, a company that will handle your billing and other loan services.

There are two types of Stafford Loans which a student can receive - the *subsidized*, and the *unsubsidized*.

Your award letter presents the maximum amount of each that you may receive for the coming academic year. Most students use a combination of both loans to help cover their school bill. Both types require that the student be enrolled at least half time (taking at least 6 credits per semester). Amounts are determined by grade level and dependency status.

If you change grade level midyear, you must notify Financial Aid if you wish to increase your loan amount. For a full listing of yearly and lifetime loan limits, visit www.studentaid.gov.

The federal government charges a loan origination fee for Stafford loans. When determining how much you need, remember the amount applied to your account will be less than what you request, but you will be responsible for repaying the full amount. Repayment begins 6 months after graduation, or after dropping below a half time enrollment status.

Subsidized Loan

The federal government pays the interest on this loan while the student is enrolled at least half time in school. Students must have enough remaining financial need as determined by the following equation.

$$\text{Cost of Attendance} - \text{EFC} - \text{Gift Aid} = \text{Remaining Need}$$

The maximum amount you may receive in a given academic year is set by your grade level. If you do not have sufficient financial need for the maximum subsidized amount, you may take the remainder as an unsubsidized loan.

Unsubsidized Loan

This loan is not need-based. All students qualify for an unsubsidized amount determined by your dependency status and grade level. This amount has been factored into the maximum amount presented on your award letter.

The student is responsible for the interest on this loan while in school. You may choose to either pay it or allow it to accrue or accumulate. If you allow the interest to accrue, it will capitalize after you graduate. This means that the accrued amount will be added to your overall loan balance. You will essentially end up paying interest on your interest.

For current origination fees and loan rates, see studentaid.gov.

Federal Parent (PLUS) Loan

PLUS stands for Parent Loan for Undergraduate Students. The PLUS loan is meant to close the gap between a dependent student's cost of attendance and their remaining need after all other aid is applied. The maximum amount you may receive is determined by the following equation.

Cost of Attendance - All other Financial Aid (including other loans) = Remaining Need

The PLUS loan is not need-based. Unlike Stafford loans, the PLUS loan requires that the borrower (your parent) have an approved credit history as determined by the federal government. Interest begins to accrue while the student is in school. A federal origination fee will be deducted from the actual amount received, but parents will be responsible for repaying the full amount. Repayment on the PLUS loan begins immediately after payment unless deferment is requested from the loan servicer. [Rates and Fees](#)

Students whose parents are denied a PLUS loan or who can document that they would not be able to repay the loan due to exceptional financial circumstances may be able to receive additional unsubsidized loan amounts. You should contact the Financial Aid Office if this situation pertains to you.

DISCLOSURE:

All Title IV loans are submitted to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and schools determined to be authorized users of the data system.

Alternative Education Loans

Some students choose to use an alternative, or private, loan in place of the unsubsidized and/or PLUS loan. Depending on the lender, you may find that the interest rate on one of these loans is lower. Alternative loans will usually require an approved credit history, and students applying for loans on their own may require a cosigner. You may want to check interest rates with your personal bank or credit union first. Or, to check out Clarks Summit U's preferred lender list and compare loans, visit the [Loans](#) page of the Clarks Summit University website.

FEDERAL WORK STUDY

If you are enrolled at least half time (6 credits per semester) in an on campus program and demonstrate sufficient remaining financial need (at least \$2,000), based on the following equation, you may qualify for Federal Work Study.

Cost of Attendance - EFC - All other financial assistance (including loans) = Remaining Financial Need

The Financial Aid Office will determine your need after you apply. Although we cannot guarantee that all eligible students will be hired, we will make every effort to do so.

Work Study students receive their earnings through Direct Deposit to their bank account each month and can earn approximately \$1,000 per semester. Since the FWS funds are not automatically applied to the students account, students are encouraged to use these funds to help cover educational and/or personal expenses incurred at school.

For more information, or to obtain an application, visit the [Federal Work Study](#) page of the Clarks Summit U website.

NEXT STEPS

1. If you haven't already done so, File the FAFSA online at www.fafsa.gov. Clarks Summit University's school code is **002670**.
2. Once registered for classes, log into the Student Portal to accept your gift aid, and accept, reject, or reduce your Stafford loan amounts. If you need help with knowing how much to borrow, contact Financial Aid for assistance. Only students registered for classes will have access to Portal. **Loans cannot be paid and will be canceled for students who do not accept them on Portal.**
3. If you are a new student borrower, be sure to complete the online Entrance Counseling and electronically sign your Master Promissory Note at www.studentloans.gov.
4. Carefully read the [Terms and Conditions](#) of your financial aid. It is your responsibility as an aid recipient to read and understand these policies related to your eligibility for federal, state and institutional aid, as well as the disbursement, or payment, of this aid to your account. By accepting your awards, we assume you have read and agree to these terms.
5. If your FAFSA has been selected for review (a process called "Verification") you will have been contacted by Financial Aid by both email and mail. Carefully read and complete the forms mailed to you and send them promptly to Financial Aid. If you've lost your forms, they may be obtained from the [Financial Forms and Resources](#) page of the Clarks Summit University website.

6. If you feel that you or your family should be considered for a reevaluation of financial need due to any of the special circumstances outlined in this Guide, contact Financial Aid to speak with someone regarding your situation. You will be asked to complete the [Special Circumstances Form](#) and submit specific documentation of your circumstance.
7. Review the University's [Satisfactory Academic Progress](#) policy requirements for Title IV (federal) aid. Progress is evaluated at the conclusion of each semester, including the summer. If a student fails to make progress in the first semester, a warning will be given. Aid will be lost after the second semester of failed progress.
8. If you know of scholarships from outside sources that you will be receiving, be sure to notify Financial Aid. Even if the check hasn't come in yet, we will add the anticipated amount to your account to reduce the balance on your bill.
9. Review the University's [Billing and Payment Policies](#), and [Withdrawals and Refunds Policy](#).
10. As always, call if you have questions. You may even find that a campus visit and in-person meeting is better for you or your family. Contact Financial Aid to schedule an appointment.

CONTACT INFORMATION

Financial Aid Office

Financial Aid
Clarks Summit University
538 Venard Road
South Abington Twp., PA 18411

Location: Jackson Hall, Rm. 136-138
Phone: 800.451.7664 x.9215 or 570.585.9215
Fax: 570.585.9470
Office Hours: Monday - Friday, 8:00 a.m. - 5:00 p.m.

Staff

Debbie Cragle, Director of Financial Aid
570.585.9272 dcragle@clarkssummitu.edu

Ben Schuit, Loan Coordinator and VA Benefits
570.585.9212 bschuit@clarkssummitu.edu

Amanda Butler, Financial Aid Coordinator
570.585.9206 abutler@clarkssummitu.edu

Business Office / Cashier's Office (payments and billing questions)

Location: Jackson Hall, Room 206
Bonnie Dodd, Accounts Receivable Clerk
570.585.9211 bdodd@clarkssummitu.edu

RESOURCES

Federal Student Aid

800.4.FED.AID (800.433.3243)

- [Apply Online](#) — www.fafsa.gov
- [Manage your Federal Loans](#)
National Student Loan Data System—www.nsls.gov
- [Learn More](#)—www.studentaid.gov

Complete Entrance Counseling and Sign your MPN

- www.studentloans.gov

Pennsylvania Higher Education Assistance Agency (PHEAA)

Customer Service (PA State Grants) 800.692.7392

- www.pheaa.org
- [Manage your Account](#)—www.aessuccess.org

[Search for Outside Scholarships](#)

Apply for Veteran's Benefits

- www.va.gov

[Pennsylvania Vocational Rehabilitation Services](#)

[Budgeting and Planning Resources](#)