

# FINANCIAL AID INFORMATION

Neumann University recognizes that increasing numbers of students require some form of assistance in financing their college education. It is the University's objective to assist in making it financially possible for academically qualified students to attend Neumann. Students with financial need should not hesitate to apply for admission.

The Financial Aid Office encourages all students, regardless of their financial circumstances, to apply for financial aid. At present, approximately 75% of all students attending Neumann University receive some form of financial assistance. By applying for financial aid, students are considered for scholarships, grants, work-study opportunities, and student loans which are awarded and/or coordinated by the University from institutional, federal, and state sources.

Neumann University awards financial aid on the basis of academic merit and documented financial need. The student's need is determined by an analysis of the information provided on the *Free Application for Federal Student Aid (FAFSA)*. The FAFSA is available from high school guidance offices and at the FAFSA web site: [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov). For Fall admission, the FAFSA should be completed and submitted to the Federal Processor as soon as possible after **January 1st**. The University receives FAFSA information electronically and provides students with a financial aid package which is based upon this information.

In order to be eligible for financial aid funding, a student must be matriculated in a degree program and be a U.S. Citizen or Eligible Non-Citizen. In addition, students who have already earned a bachelor's degree are not eligible for institutional, federal, or state grant funding. Second degree students may borrow funds through the *Federal Family Education Loan Program (Stafford and Unsubsidized Stafford)* to assist them with the cost of their education. In general, an undergraduate student must be registered for at least 6 credits (half-time) in order to receive any type of financial aid funding.

Part-time students without a previous degree can be considered for the Pell Grant, state grant, and Stafford Loans.

New freshmen and transfer students are awarded financial aid on a rolling basis. Returning students must apply each year to receive continued funding. The deadline for returning student financial aid applications is **March 15th** for the following academic year.

## *Application Procedure*

Students should take the following steps in applying for financial aid from the University:

1. Complete and submit the *Free Application for Federal Student Aid (FAFSA)* to the Federal Processor as soon as possible after **January 1st**. The FAFSA form can also be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). In order to submit the FAFSA form online, the student must register for a pin number at [www.pin.ed.gov](http://www.pin.ed.gov) and use that number for submitting the FAFSA form. Students who received financial aid at another institution in the previous year should receive an alert on their e-mail address. They should update and submit this form to the Federal Processor in lieu of completing a new FAFSA.
2. Be sure that the FAFSA/Renewal FAFSA lists Neumann University as the institution which has been designated to receive the student's application information. **Neumann University's Title IV school code is 003988**. If the student is a Pennsylvania resident, the FAFSA also serves as the student's state grant application. The deadline for applying for state grant aid is **May 1st**. Students from other states should contact their respective state grant agencies for information pertaining to appropriate application procedures.

3. Respond promptly to all requests for additional information. These requests may originate from Neumann University, the Federal Processor, or a state grant agency.
4. If the student is eligible for the Stafford Loan and wishes to apply for funding, a *Stafford Loan Application* must be completed through a selected lender's website. The Stafford Loan application should be completed by **July 1st** to ensure prompt receipt of loan proceeds. If you have already borrowed from the FSL program, you may not have to complete an application.

The returning student financial aid application deadline is **March 15th** for the following academic year. Returning students should follow the steps outlined above.

## *Financial Aid Programs/Scholarships*

### **Scholarships Available at Neumann University**

Neumann University is committed to making it financially possible for academically qualified students to attend the University through the awarding of scholarships. A scholarship is a form of gift assistance that does not require repayment and usually denotes a merit-based award which recognizes a student's academic achievement and promise. Various scholarships are available to students at Neumann University, and a number of them are provided through the generous support of foundations. However, several scholarships are generated by individuals, usually established in memory of or in honor of a loved one.

The scholarships listed below are awarded to deserving students who meet academic and scholarship criteria/requirements, and demonstrate the financial need stipulated in guidelines created by the University. For information regarding scholarship award amounts, specific criteria, and how to apply for any scholarship, contact the Office of Financial Assistance at 800-9-NEUMANN or at 610-558-5521 or e-mail us at [financialaidoffice@neumann.edu](mailto:financialaidoffice@neumann.edu).

### **Ways to Give**

There are several ways to establish a scholarship at Neumann University. Outright gifts of cash or stock or planned gifts such as bequests, insurance, or charitable trusts can establish a scholarship that will help provide students at Neumann with an education that reflects the spirit and values of St. Francis of Assisi by developing a sense of responsibility which fosters and respects diversity.

Benefactors may set certain qualifications for their particular scholarship. Some requirements may include, but are not limited to: academic year at Neumann University; specific major or field of study; participation in specific University extracurricular activities; or demonstrated leadership skills. For more information on how to establish a restricted or endowed scholarship, please call the Office of Institutional Advancement and University Relations at 800-9-NEUMANN or 610-558-5513.

### **Endowed Scholarships at Neumann University**

#### **MOTHER FRANCIS BACHMANN ENDOWED SCHOLARSHIP**

This scholarship was established in May 2000 during the *On the Wings of Angels* comprehensive capital campaign, by the Sisters of St. Francis of Philadelphia in memory of Mother Francis Bachmann. The scholarship is awarded to a student who has successfully completed his/her freshman year with a minimum GPA of 2.50; embodies the values and mission of Neumann University; and has verified financial need. The scholarship may be renewed for two additional consecutive years, and the successful candidates will provide at least five hours of service weekly to the University as directed by the Office of Mission and Ministry.

### **SR. CORDA MARIE BERGBAUER, OSF ENDOWED SCHOLARSHIP FUND**

Established in 2005 in honor of Sr. Corda Marie Bergbauer, OSF, this scholarship assists students attending Neumann University who have graduated from either Hallahan High School of Philadelphia or The Catholic High School of Baltimore. Sr. Corda graduated from Hallahan High School and taught for many years at The Catholic High School of Baltimore.

### **JANE MORRIS BROWNING SCHOLARSHIP**

This scholarship was established by Sr. Joan Morris, OSF, in memory of her sister, Jane Morris Browning. Recipients will have demonstrated academic ability with a GPA of 2.50 or better and will have a preference for helping others in their future professions (counselors, psychologists, service-oriented careers other than the teaching profession).

### **NORA T. CARR MEMORIAL SCHOLARSHIP**

Established in November 1999 in memory of Nora T. Carr, this scholarship is awarded to students who meet the academic criteria of the University and who are financially challenged.

### **P.J. DIQUINZIO ENDOWED SCHOLARSHIP**

Established through the first Neumann University Charitable Remainder Unitrust in honor of Pasquale J. DiQuinzio, this scholarship was created because of Mr. DiQuinzio's philanthropic wishes to provide scholarships at Neumann University.

### **SISTER EBERHARDA, OSF SCHOLARSHIP**

Sr. Eberharda was the first Director of the Normal School of Our Lady of Angels College. The function of the Normal School was to instruct the Sisters on how to be teachers. Sr. Eberharda was the first of the Sisters of St. Francis to receive her doctorate; and, certainly, she was a forerunner of the founders of Our Lady of Angels College, now Neumann University. Students who meet the Neumann University requirements for financial aid are eligible to receive this scholarship.

### **W. EDWARD FRAZER SCHOLARSHIP**

Computer and Information Management majors who meet the scholarship requirements as set forth by Neumann University are eligible to receive scholarship funds from this scholarship in memory of W. Edward Frazer established in 1996.

### **HELEN GILLEN-HAVENS '83 '93 MEMORIAL SCHOLARSHIP**

The family and friends of Helen Gillen-Havens established this scholarship in her memory in September 2001. Helen received her undergraduate and graduate degrees at Neumann University and was a faithful employee for many years. Her family requested that because their mother had completed her degrees as a single parent that eligible recipients be non-traditional-aged students who struggle with the difficulties of being single mothers majoring in either Psychology or Pastoral Care and Counseling.

### **WILLIAM RANDOLPH HEARST SCHOLARSHIP**

The William Randolph Hearst Scholarship, funded by the William Randolph Hearst Foundation, is an endowed scholarship that is awarded to returning adult students who are in good academic standing, participate in community activities, and are United States residents.

### **URSULA HERING SCHOLARSHIP**

Awarded to students with a 2.50 GPA or higher, the Ursula Hering Scholarship requires a preference be given to students who plan to help those in need.

### **MARTHA HOLCOMB SCHOLARSHIP**

The Martha Holcomb Scholarship is given to adult female students who are 25 years or older with demonstrated financial need, a cumulative GPA of 3.00 or higher, involvement in one or more University activities, and a minimum of 30 earned Neumann credits.

### **HOLEFELDER BROTHERS MEMORIAL SCHOLARSHIP**

Residents of Aston, Brookhaven, Chester, Chichester, or Parkside, PA, who are majoring in Business Administration, Marketing, International Business, Sport Management, or Communication and Media Arts are eligible to receive funds from the Holefelder Brothers Memorial Scholarship. The Holefelder Family of Aston, PA, established this scholarship in 1993. Preferred consideration may be given to those students who are working mothers.

### **MARJORIE A. AND MARY ALICE HOLLAND SCHOLARSHIP**

This scholarship was established in 1990 in memory of Mary Alice Holland for graduate students who have earned a Bachelor of Science in nursing within the previous two years. Students must have a GPA of 3.0 and must have demonstrated evidence of university, professional, or community service.

### **ANNA MARIE HUTCHISON ENDOWED NURSING SCHOLARSHIP FUND**

Established in 2008, the Anna Marie Hutchison Endowed Nursing Scholarship is awarded to junior or senior nursing majors in good academic standing who embody the values and mission of Neumann and have verified financial need.

### **GEORGE P. AND MARTINA JENNINGS SCHOLARSHIP**

Established in honor of George P. and Martina Jennings in September 2000, this scholarship provides financial assistance to deserving, qualified students at Neumann University.

### **DR. MARGARET MARY KEARNEY SCHOLARSHIP**

The Dr. Margaret Mary Kearney Scholarship is awarded to a non-traditional female student, 21 years of age or older, who is either a Liberal Arts, Liberal Studies, or Education major; and who has a minimum of 12 earned credits with a GPA of at least 3.00. The student must also be enrolled for a minimum of 6 credits per semester.

### **BRENDAN P. KELLY '87 MEMORIAL SCHOLARSHIP**

Awarded in memory of Brendan P. Kelly, Class of 1987, and established in 1990, this scholarship is awarded to students who demonstrate leadership, participate in meaningful extracurricular activities, and understand the nature and meaning of commitment. To be considered for this scholarship requires the submission of an essay by the candidate about his/her goals at Neumann University. The Scholarship is actively supported by the Brendan P. Kelly Committee, his family, and friends.

### **FRANCES KOONZ LEE ENDOWED NURSING SCHOLARSHIP**

Established in January 2000, the Frances Koonz Lee Endowed Nursing Scholarship is awarded to Nursing students.

### **DR. DOROTHY A. P. LEUNISSEN ENDOWED SCHOLARSHIP**

Established in memory of Dorothy A. Leunissen, MD, Ph.D., by her loving husband, R.L. Abraham Leunissen, MD, this scholarship is a lasting tribute to her outstanding service and leadership. Recipients of this scholarship shall be selected by Neumann University in accordance with required regulations of University policy. Eligible recipients will maintain a 3.00 cumulative GPA, have demonstrated financial need, be dedicated to the service of others, and be enrolled full-time as a junior or senior.

### **STEPHANIE MAREK PERFORMING ARTS SCHOLARSHIP**

This scholarship was established in September 2001 in memory of Stephanie Marek, who taught music and interdisciplinary courses at Neumann College for 20 years. She served as Associate Director of the Neumann College Theater Ensemble from its inception until her death in December 2000, and was the Director of the College's Community Chorus during the 1980s. To be a candidate for this scholarship, students must demonstrate a level of

achievement in the performing arts, a commitment to the performing arts at Neumann University, a commitment to issues of social justice, and an ability to articulate how the performing arts can be used in the interests of social justice. To be eligible for this scholarship, a student must have a cumulative GPA of 3.00 or higher and must have completed a minimum of 60 earned credits at Neumann University.

#### **JANET MASSEY BREAST CANCER SURVIVOR SCHOLARSHIP**

This scholarship was established in 2005 by Janet and Joseph Massey, faculty members at Neumann University in honor of Janet, a breast cancer survivor. This scholarship shall be restricted to students, male or female, who have been diagnosed with breast cancer or who have had family members, male or female, diagnosed with breast cancer.

#### **KATHRYN AND JOHN MCDONNELL SCHOLARSHIP**

Established in November 2000, this award was established by Sr. Jeannette Clare McDonnell, OSF and Sr. Clare Immaculate McDonnell, OSF in memory of their parents. Students must demonstrate a good GPA that indicates a pattern of interest in study, proven SAT scores and/or high school record, and a willingness to volunteer to an activity relative to their spiritual or academic development at Neumann University. Selected candidates may be required to develop an essay based upon writings and/or their knowledge of St. Francis.

#### **HARRY A. MCNICHOL SCHOLARSHIP**

Incoming freshmen who are full-time students and residents of Delaware County qualify for the Harry A. McNichol Scholarship, which was established by Mr. McNichol's friends in his memory.

#### **JOHN MCSHAIN SCHOLARSHIP**

The John McShain Scholarship, funded by the John McShain Charities, is awarded once every four years to an incoming freshman and follows the student through four years if all scholarship criteria are met.

#### **MIRENDA FAMILY SCHOLARSHIP**

First endowed in 2003 in honor of Dr. Rosalie M. Mirenda and her family, recipients of this scholarship shall be selected by Neumann University in accordance with required regulations of University policy. First-generation traditional students from a Catholic/religious-sponsored high school who are enrolled full-time at Neumann University are eligible for this scholarship. Students must maintain a minimum 3.00 GPA each academic year, and demonstrate service to the University and community for continuance. Recipients may earn the award annually for a maximum of three consecutive years, after having successfully completed the first year of study, i.e., having earned a minimum of 24 credits.

#### **NEUMANN UNIVERSITY ALUMNI ASSOCIATION EXECUTIVE BOARD SCHOLARSHIP and THE NEUMANN UNIVERSITY PARENTS' COMMITTEE SCHOLARSHIP**

The Neumann University Alumni Association Executive Board Scholarship and the Neumann University Parents' Committee have successfully raised funds to endow their own scholarships. Both scholarships, endowed in 2001, are awarded to students who are in good standing at the University, have earned a 2.50 GPA or higher, have successfully completed their freshman year at Neumann University, and who display an interest in extracurricular activities that are associated with the University.

#### **CHARLOTTE W. NEWCOMBE ENDOWED SCHOLARSHIP**

This scholarship, which is supported annually by the Charlotte W. Newcombe Foundation, provides financial assistance to non-traditional female students who are 24 years of age or older

and who have earned a minimum of 60 Neumann University credits. Students who receive this scholarship must have a minimum GPA of 2.50 and must be enrolled for a minimum of 6 credits per semester. In addition to this annual restricted scholarship gift, the Newcombe Foundation has also established an endowed scholarship to increase the amount awarded to the recipients.

#### **CATHERINE AND MARY NOLAN MEMORIAL SCHOLARSHIP**

This endowed scholarship, established in memory of Catherine E. Nolan and Sr. Eunice Marie, OSF, provides financial assistance to adult students enrolled in the Nursing program at Neumann University are in good academic standing and who meet the scholarship requirements as set forth by the University.

#### **HENRI J. NOUWEN SCHOLARSHIP**

Established in 1987, the Henri J. Nouwen Award is given to a student who is enrolled in the graduate program in Pastoral Care and Counseling. The student must have a demonstrated history of pastoral service with qualities of scholarship and Christian commitment.

#### **SISTER M. MARGARELLA O'NEILL, OSF ENDOWED SCHOLARSHIP FUND**

Sister M. Margarella O'Neill, OSF, President of Neumann College from 1983 to 1989, passed away in 2006. During her presidency, Neumann College built the Life Center, which houses the Thomas A. and Mary A. Bruder Athletic Center, the Fred P. Meagher Theatre, and the campus dining facility. She also added the position of Vice President for Mission and Ministry to the College leadership team as part of an ongoing effort to promote Catholic Franciscan values on campus. Neumann University has established this scholarship in Sr. Margarella's memory. Recipients must be in good academic standing, demonstrate leadership responsibility, and show promise in their academic and professional abilities.

#### **ANTHONY AND CECILIA PILEGGI FAMILY SCHOLARSHIP**

This endowed scholarship was established by family and friends in memory of Cecilia T. Pileggi, Chairperson of the Cultural Arts Forum and long-time friend of Neumann University. The scholarship provides financial assistance to deserving students enrolled at Neumann University who meet the scholarship requirements as set forth by the University.

#### **DIANE HISLER RAWSKI SCHOLARSHIP**

Awarded in memory of Diane Hisler Rawski, former Alumni Director of Neumann College, this scholarship is given to a student who is majoring in English, Psychology, or Communication and Media Arts. The student must demonstrate a promise of academic success and maintain a 3.00 GPA.

#### **AMIR SHAHMAEE MEMORIAL ENDOWED SCHOLARSHIP**

This scholarship was established by Dr. Arde Shahmaei, former Dean of the Division of Business and Information Management, along with his family and friends, in memory of Dr. Shahmaei's brother, Amir Shahmaee.

#### **NANCY WILLINGHAM SCHOLARSHIP**

Established in 1983, the Nancy Willingham Scholarship is awarded every four years to an incoming freshman majoring in Nursing, with a preference given for minority students who meet Neumann University Academic Scholarship criteria.

### **Annual Restricted Scholarships at Neumann University**

#### **APPLIED BANK SCHOLARSHIP**

Students from New Castle County, Delaware, benefit from the Applied Bank Scholarship, which was established in June 2000. Students must qualify as low-to-moderate income and be enrolled in a baccalaureate program.

### **JOHN FACENDA SCHOLARSHIP**

Established in 1985 in memory of legendary Philadelphia broadcaster of excellence John Facenda, the Scholarship is awarded to a junior or senior Communication and Media Arts major who is a full-time student with a cumulative GPA of 3.00 or above.

### **JENNINGS BOOK FUND**

This fund was established in 1971 to provide students who have a demonstrated financial need with assistance to purchase required books and supplies.

### **ROCCO AND BARBARA MARTINO CATHOLIC LEADERSHIP SCHOLARSHIP**

Established in 2006 in honor of Drs. Rocco and Barbara Martino, the Rocco and Barbara Martino Catholic Leadership Scholarship is an annual scholarship. Recipients will be Catholics who exhibit consistent records of leadership and service activity, coupled with a strong faith life and a deep commitment to mission-centered values as inspired by Saints Francis and Clare. In addition, recipients must demonstrate leadership involvement in a variety of on- and off-campus service activities through justice, faith, and ethics. Letters of recommendation from the Office of Mission and Ministry and/or the Neumann Franciscan community are encouraged. The scholarship requires that recipients be full-time junior or senior students with a minimum GPA of 3.50.

### **CHARLOTTE W. NEWCOMBE SCHOLARSHIP**

This scholarship, supported annually by the Charlotte W. Newcombe Foundation, provides financial assistance to non-traditional female students who are over 24 years of age and who have earned a minimum of 60 credits at Neumann University. The students who receive this scholarship must have a minimum 2.50 cumulative GPA and must be enrolled for a minimum of 6 credits per semester. In addition to this annual restricted scholarship gift, the Newcombe Foundation has also established an endowed scholarship to increase the amount awarded to the recipients.

### **AMY LOUISE PARDO MEMORIAL SCHOLARSHIP**

Established in memory of Neumann University student Amy Louise Pardo by her family and friends, this scholarship is awarded annually to a commuter student who resides in Chester County, Pennsylvania.

### **PENNSYLVANIA HIGHER EDUCATION FOUNDATION AND INDEPENDENCE BLUE CROSS SCHOLARSHIP**

This restricted scholarship will assist nursing students at Neumann University. The Foundation hopes that the Nursing Education Grant Program will become a catalyst in educating and graduating more nurses in and for the Commonwealth of Pennsylvania. Independence Blue Cross provides a supplemental grant as well as funds for a Nurse Scholars grant.

### **SISTER PRESENTINA SCHOLARSHIP**

Sr. Presentina was a pioneer of the CCD programs in Oregon and Washington states. She was a leader in training catechists. Students who meet the Neumann University requirements for financial aid are eligible to receive this scholarship.

### **CHARLOTTE LYNCH SILVEY EDUCATION SCHOLARSHIP**

This annual scholarship is in memory of Charlotte Lynch Silvey. Students must be returning full-time sophomores, juniors, or seniors majoring in Education with a minimum 3.00 GPA who have demonstrated financial need.

### **W.W. SMITH CHARITABLE TRUST SCHOLARSHIP**

The W.W. Smith Charitable Trust annually supports scholarships that are awarded to full-time traditional students with demonstrated need. The Trust prefers that students receive scholarships for two consecutive years in order to have a significant impact that eases the financial strain of the students.

### **KATHY TEO '04 ACADEMIC SCHOLARSHIP FOR INTERNATIONAL STUDENTS**

This scholarship was established by Neumann University alum Kathrina Teo '04, Valedictorian of her class. The recipient must be a full-time international student who is majoring in any content area offered by the Division of Business and Information Management. The recipient must also maintain a GPA of 3.50 and be involved in University extracurricular activities.

### **UPS SCHOLARSHIP**

This annual scholarship is administered through the Association of Independent Colleges and Universities. Eligible students must be undergraduates who meet the requirements set forth by the University.

### **ZACHARY WIGGINS MEMORIAL SCHOLARSHIP**

This scholarship was established in memory of Zachary Wiggins by his dear family and friends. Recipients must maintain a GPA of 3.00 or higher, have demonstrated mid-level need, and show promise.

## **Future Scholarships at Neumann University**

### **MICHAEL L. MASCIANTONIO MEMORIAL SCHOLARSHIP FUND**

This scholarship was established in loving memory of Michael L. Masciantonio, who fought a courageous battle with Duchennes muscular dystrophy, by his family and friends. The scholarship shall be restricted to students with a disability who meet Neumann University requirements for financial aid.

For further information about any of these scholarships, please contact the Office of Admissions at 610-558-5616, 800-9-NEUMANN, or at [admiss@neumann.edu](mailto:admiss@neumann.edu).

## **Neumann Presidential Scholarship/Neumann Achievement Grant**

Full-time students who apply for admission to the University's traditional undergraduate programs are automatically considered for the Neumann Presidential Scholarship or Neumann Achievement Grant. The amounts of these awards are determined by an evaluation of the student's academic credentials. A minimum cumulative GPA of 3.00 for the Neumann Presidential Scholarship and 2.00 for the Neumann Achievement Grant must be maintained for award renewal. The amounts of these awards are determined by an evaluation of the applicant's academic credentials and commuter or residence status. Neumann Presidential Scholarship or Neumann Achievement Grant recipients whose status changes from resident to commuter or commuter to resident are subject to either an increase or decrease adjustment in their award. Additionally, students who live in off-campus housing are required to provide proof of their rental payment. Traditional (Day) students who are accepted into and, subsequently, register for courses in the University's Liberal Studies Accelerated Degree Program are not eligible for either the Neumann Presidential Scholarship or Neumann Achievement Grant. Scholarship and/or Grant recipients who make any changes in their educational programs must notify the Financial Assistance Office. As a member of the National Collegiate Athletic Association, Division III, the University does not consider athletic ability in the awarding of any scholarships or grants.

## *Grants*

A grant is a form of gift assistance, usually based upon financial need, that does not require repayment. Neumann has numerous grants and endowed scholarship programs which are available to students who demonstrate financial need. Other sources of grant funding are federal and various state government agencies. Students automatically apply for these grant programs by completing the *Free Application for Federal Student Aid (FAFSA)*.

### **NEUMANN NEED GRANT**

These awards are made to full-time undergraduate students to supplement family, federal, and state resources. Grant amounts vary, reflecting the individual financial circumstances of both the student and family. Awards are renewed based upon an annual review of financial circumstances and academic achievement. Students must demonstrate continued need and maintain Satisfactory Academic Progress to continue receiving funding.

### **FEDERAL PELL GRANT**

Federal Pell Grants are made to exceptionally needy students, based upon a review of the information which is provided on the FAFSA. All awards are based upon financial need and are subject to an annual review. The Pell Grant Processing Center notifies the student of his/her eligibility to receive funding. Pell Grants may be awarded to both full- and part-time undergraduate students.

### **FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG)**

These awards are made to exceptionally needy full-time undergraduate students and are based upon a review of family circumstances, as indicated on their FAFSA application. Administered by the Financial Aid Office, funding for this program is very limited.

### **ACG and NATIONAL SMART GRANT PROGRAMS**

The ACG and National SMART Grant Programs are intended to encourage, respectively, a student's rigorous academic study in high school and subsequent enrollment in one of the following college majors: life sciences and/or computer sciences. Accordingly, eligibility criteria for these grants relate to those educational goals.

These grants differ from other Title IV aid in the following matter. A student may receive only two ACG awards, one for the first academic year and one for the second, and only two National SMART Grant awards, one for the third and the fourth academic years. Additionally, both grants have a set value: the ACG is \$750 for the first year and \$1,300 for the second year; a National SMART grant is \$4,000 for each of the third and fourth years.

All second-year ACG students must successfully complete their first year of study with a total of 30 earned credits and have a cumulative GPA of at least 3.00 on a 4.00 scale. All SMART grant recipients must have at least a 3.00 cumulative GPA on a 4.00 scale.

### **PENNSYLVANIA STATE GRANT (PHEAA GRANT)**

The PHEAA Grant is available to Pennsylvania residents who demonstrate need, as determined by the PHEAA Grant Formula. Determination of award amounts is made by the Pennsylvania state government. Full-time and at least half-time undergraduate students may be considered for a PHEAA Grant.

### **OTHER STATE GRANT PROGRAMS**

Residents of states other than Pennsylvania may be eligible to receive grant funding. Students should contact their state grant agency for more information.

## *Outside Merit Scholarship Adjustments*

Students are encouraged to apply for scholarships outside of the aid received from Neumann University. When a student receives funds from other sources, that payment will impact the eligibility of their aid. Neumann University's policy is to adjust the aid previously awarded between student loans and grants. The Financial Aid Office reduces the student's loan by 50%, and any institutional funds awarded by 50%. Specific questions regarding this policy should be directed to the Office of Financial Aid.

## *Employment*

At institutions of higher education, employment refers to on- or off-campus work opportunities which enable students to earn money for educational expenses while they are enrolled at the University. At Neumann, work programs which are based upon financial need are available.

### **FEDERAL WORK-STUDY (FWS) PROGRAM**

This federally sponsored employment program provides students with the opportunity to earn funds for tuition, books, supplies, and personal expenses while attending college. The amount of the award is determined by an analysis of the FAFSA data and is based upon the student's financial need. The University provides a variety of work opportunities for students with FWS awards. Only full-time, undergraduate students with financial need may receive FWS awards. FWS student workers are paid bi-monthly, after their work hours have been completed and documented to the Business Office via the Neumann University Time Sheet: Federal Work-Study.

## *Loans*

Educational loans provide money for parents and students to help pay for educational expenses while the student is enrolled at the University. Perhaps the best features of these educational loan programs are the low interest rates — lower than most other types of personal loans — and the extended repayment periods — in most cases up to 10 years. Loan programs are available to both students and parents.

### **FEDERAL STAFFORD STUDENT LOAN (FSL) PROGRAM**

This loan program is available to full- and part-time undergraduate students who are enrolled for a minimum of 6 credits per semester. The FSL Program makes two types of loans available to students: a subsidized loan and an unsubsidized loan.

Subsidized Stafford Loan eligibility is based upon financial need as determined by the Federal Need Analysis Methodology. When a student qualifies for a subsidized loan, the federal government makes the interest payments on behalf of the student while the student is still enrolled in school.

Students who do not qualify for any, or a full, subsidized loan are eligible for the Unsubsidized Stafford Student Loan. Under the Unsubsidized FSL program, the student is **responsible** for making interest payments while enrolled in school. Annual FSL limits for undergraduate students are: \$3,500 for freshmen; \$4,500 for sophomores; and \$5,500 for juniors and seniors. An additional unsubsidized loan of \$2,000 has been approved, effective July 1, 2008. Students may not borrow more than the annual loan limit in any combination of subsidized and unsubsidized loans. The interest rate for these loans is a variable rate, which is set each July 1st by the federal government and will not exceed 8.25%. Repayment of the loan principal begins six months after the student ceases to be enrolled on at least a half-time basis. The repayment period may extend up to 10 years, depending upon the total amount borrowed. The minimum monthly payment is \$50.

Independent undergraduate students may have additional unsubsidized Stafford Loan eligibility beyond the annual loan limits specified above. This additional eligibility may not exceed the cost of attendance minus other aid (including the subsidized FSL). Freshmen and sophomores may borrow up to \$4,000; juniors and seniors up to \$5,000.

Students may obtain an application for the FSL from a local lending institution through a selected lender's web site.

### **FEDERAL PARENT LOAN FOR UNDERGRADUATE STUDENTS (PLUS) PROGRAM**

This federally sponsored loan program allows parents to borrow up to the cost of education minus other financial aid for each year of the student's undergraduate career. These loans are approved on the basis of the parent's credit history. Students must be enrolled at least half-time (6 credits) for parents to be eligible for the PLUS Loan.

Repayment of principal and interest begins 60 days after the second disbursement. PLUS loans have variable interest rates which are set each July 1st by the federal government for loans made that year. The maximum interest rate is capped at 9%. The repayment period may extend up to 10 years, depending upon the amount borrowed.

Parents may acquire a PLUS Loan application from their local lending institution.

### **VETERANS BENEFITS**

These benefits may be available to veterans based upon their service and/or participation in Department of Veterans Affairs (VA) Educational Programs. Children of deceased or 100% disabled veterans with a service-connected disability are also eligible to receive these benefits. Award amounts are determined by the Department of Veterans Affairs. Students should contact the VA for additional information.

### **HIGH SCHOOL AND LOCAL CIVIC SCHOLARSHIPS**

A wide variety of scholarships and grants are available to high school graduates each year through their schools and local community organizations. Eligibility criteria, award values, and award determination are established by each organization. Students are encouraged to check with their local library reference section for books which list the many sources of this "outside" aid. In addition, the Internet has many sites which are dedicated to scholarships and grants. One of the best of these sites is [www.fastweb.com](http://www.fastweb.com), which allows the user to search a database of more than 1.3 million scholarships and grants.

## ***Notification of Financial Aid Awards***

New and returning students are notified of their eligibility for financial aid via the Financial Aid Award Letter. This award letter is processed and mailed to accepted students upon receipt of the student's FAFSA data. Returning students' letters are processed as their files become complete.

## ***Financial Aid for Subsequent Terms***

Neumann University will continue to provide financial aid for students during their subsequent years of enrollment at the University. It is the policy of the Financial Aid Office to process requests and provide aid up to the level received for the first year, providing that the level of need remains constant. The type of aid offered may change from year to year, as the levels of availability for student loans and grants offered to the University change. Neumann University may use the higher levels of federal student loan borrowing to determine the type of support offered in subsequent years.

## ***Verification***

Each year, the federal government selects certain students for a process called *verification*. Selected students are required to submit verification documents, including federal tax returns, to the University for review within 45 days from receipt of the verification request. Students who are selected for verification will not be awarded their financial aid until the verification process is completed. If selected, any student should consider all financial aid awards as estimated until this verification process has been completed. The Financial Aid Office reserves the right to adjust awards based upon receipt of any information which changes the student's eligibility to receive financial aid. This information may include changes in application data, receipt of outside awards, financial circumstances, housing status, etc.

Students may receive requests for additional information from the University, the Federal Processor, or state agencies. Students must respond in a prompt manner to all requests for additional information to avoid delays in the finalization of their awards.

## ***Financial Aid Adjustments***

The Financial Aid Office is prepared to respond to unforeseen changes in any student's financial status. In the event that a student's financial status changes or if, in the student's opinion, a financial aid award offer is not sufficient, the student may request a review by contacting the Director of Financial Aid in writing and outlining the circumstances surrounding his/her request for a review of his/her file. The Office reviews each case individually for possible changes in funding.

If a student receives gift assistance from another source or has a change in family circumstances, it is the student's responsibility to report that information to the Financial Aid Office, which then reviews the student's financial status, reserving the right to adjust the student's award, if need be.

Neumann University awards merit-based and need-based grants to full-time matriculated students who are enrolled in undergraduate degree programs only. If a student drops to less than full-time status during the academic year, an adjustment is made to the student's financial aid award at the University's discretion. If a student who has received financial assistance withdraws from Neumann University, he/she is subject to the refund policies of the University as specified below.

## ***Payments and Refunds***

Statements covering all charges for the first semester are mailed to students in June and must be paid by the due date as indicated. Statements covering charges for the second semester are mailed during December and must be paid by the due date indicated on the bill. There is a \$45 fee assessed for each missed payment deadline and for each month, thereafter, that the student's balance remains unpaid.

The admission deposit and housing deposit are non-refundable for students who choose not to attend Neumann University.

Neumann University participates in a *Deferred Payment Plan*. Students should contact the Business Office for additional information on this plan.

For refund purposes, a week is defined as seven calendar days beginning with the first day of classes. The first scheduled meeting of a course, therefore, constitutes the beginning of the refund period for that course. The refund period may change based upon the length and nature of the course.

## Neumann University Refund Policy

Refunds for students during the Fall and Spring Semesters of the academic year are as follows:

- For students withdrawing before the first day of classes . . . . .100% of tuition
- For students withdrawing during the first and second weeks . . . . .80%
- During the third week . . . . .50%
- During the fourth week . . . . .20%
- After the fourth week . . . . .0%

*Room fees are not refundable. Board fees are refunded on a pro-rated basis.*

All students who have previously attended, in a prior semester, at least one (1) class at Neumann **and** who are receiving *Federal Title IV Aid* **and** who withdraw from the University during any term will be refunded using the following *Federal Refund Policy*.

### Federal Refund Policy

The Financial Aid Office is required by federal statute to determine how much financial aid was earned by students who withdraw, drop out, are dismissed, or take a Leave of Absence prior to completing 60% of a payment period or term. For a student who withdraws after the 60% point in time, there are no unearned funds. However, a school must still complete a *Return Calculation* in order to determine whether the student is eligible for a post-withdrawal disbursement. This calculation is based upon the percentage of earned aid using the following *Federal Return of Title IV Funds* formula:

Percentage of payment period or term completed equals the number of days completed up to the withdrawal date divided by the total days in the payment period or term. (Any break of five days or more is not counted as part of the days in the term.)

This percentage is also the percentage of earned aid. Funds are returned to the appropriate federal program based upon the percentage of unearned aid using the following formula:

Aid to be returned equals 100% of the aid that could be disbursed minus the percentage of earned aid multiplied by the total amount of aid that could have been disbursed during the payment period or term.

If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds, and the student would be required to return a portion of the funds. When Title IV funds are returned, the student borrower may owe a debit balance to the institution. If a student has earned more aid than was disbursed to him/her, the institution would owe the student a post-withdrawal disbursement which must be paid within 120 days of the student’s withdrawal. The institution must return the amount of Title IV funds for which it is responsible no later than 45 days after the date of the determination of the date of the student’s withdrawal. Refunds are allocated in the following order:

- Unsubsidized Federal Stafford Loans
- Subsidized Federal Stafford Loans
- Unsubsidized Direct Stafford Loans (other than PLUS loans)
- Subsidized Direct Stafford Loans
- Federal Perkins Loans
- Federal Parent (PLUS) Loans
- Direct PLUS Loans
- Federal Pell Grants for which a return of funds is required

- Academic Competitiveness Grant
- National SMART Grant
- Federal Supplemental Opportunity Grants for which a return of funds is required
- Other assistance under this Title for which a return of funds is required (e.g., LEAP)

**Students are required to meet all financial obligations to the University when due.** Students are not allowed to register for classes, graduate, or receive academic transcripts if they are delinquent in meeting their financial obligations to the University.

## *Satisfactory Academic Progress Standards Policy*

In compliance with federal and Pennsylvania state regulations, Neumann University has adopted a minimum standard of academic progress which students must meet in order to be eligible to receive federal or Pennsylvania state financial aid funds. University need-based funding is also subject to these standards.

### **Satisfactory Academic Progress (SAP) Requirements for Federal, State, and University Financial Aid Programs**

To be eligible to receive financial assistance under any federal, state, or college scholarship, grant, loan, or work-study program, students must achieve both a minimum cumulative GPA and a minimum number of earned credit hours at the end of each academic year. Full-time undergraduate students *must successfully complete* a minimum of 24 credits per academic year. An academic year is defined as a minimum of 30 weeks of instructional time in which a full-time student is expected to complete at least 24 credits. Part-time undergraduate students *must successfully complete* a minimum of 12 credits per academic year. A full-time undergraduate student may not receive financial aid for more than 10 semesters. A part-time undergraduate student may not receive financial aid for more than 20 semesters. All students must maintain a minimum cumulative GPA of 2.00 in order to continue receiving need-based federal, state, and institutional funding.

In determining Satisfactory Academic Progress for financial aid purposes, the Director of Financial Aid also utilizes the following criteria:

- **A grade of Incomplete (“I”)** is treated as an attempted and non-passing grade until it is resolved as a passing grade, i.e., until the grade of “I” is replaced with a grade of “D” or better in accordance with the University’s grading policy for grades of “Incomplete.”
- **A grade of “IW” or “W”** is treated as an attempted and non-passing grade and, hence, is counted in the quantitative measure of SAP standards. Students who withdraw from the University after the conclusion of the Drop/Add Period will have all financial aid assistance suspended in the subsequent semester.
- **The Pass/Fail Option** must be requested by the student during the first two weeks of any given semester/term, unless otherwise posted. While grades of “P” are counted in both the qualitative and quantitative measurement of SAP standards in accordance with federal and state regulations, the student’s GPA is affected only when a failure grade (“F”) is earned.
- **Repeat courses** are considered as new classes for financial aid purposes. The Director of Financial Aid reserves the right to decide, on an individual basis, the number of times a student can receive federal aid for repeated courses.

- **Remedial or Developmental courses** are counted in both the qualitative and quantitative measurement of a student's academic progress, but are not applied toward the completion of any degree program at the University.
- **Transfer credits** accepted by Neumann University are included in the quantitative measurement of a student's academic progress (maximum time frame for degree completion).
- **For readmitted students**, all prior credits are considered in determining satisfactory academic progress of individual students who return to Neumann University after one or more semesters of absence.
- **For change of major**, all prior credits are considered in determining the satisfactory academic progress of students.
- **If in any term a student earns zero credit hours**, the student is suspended from receipt of federal financial assistance in the subsequent term of enrollment.

The SAP review is conducted by the Director of Financial Aid after Spring semester grades are posted by the Registrar. All aid recipients and applicants are reviewed by the Director, even if the student attended for only one semester during the academic year. One semester of attendance requires the completion of 12 credits if full-time, and 6 credits if part-time. The minimum GPA requirement is 2.00.

## *Maximum Time Frame for Program Completion*

In addition, the maximum time frame for the completion of an academic degree-granting program at Neumann University is 150% of the length of the educational program as published in the University's undergraduate catalog. This length of eligibility, as delineated below, starts with the student's entry date and includes any accepted transfer credits from other institutions.

<b>Full-Time:</b>	<b>6 years (12 semesters)</b>
<b>Three-Quarter-Time:</b>	<b>8 years (16 semesters)</b>
<b>Half-Time:</b>	<b>12 years (24 semesters)</b>

## *Financial Aid Probation/Suspension*

The Director of Financial Aid may place a student on Financial Aid Probation/Suspension if the student has not met both the quantitative and qualitative measures of SAP standards. A student placed on Financial Aid Probation is allowed to receive financial aid for one additional term and is required to complete at least 12 credits if full-time, and 6 credits if part-time. At the end of that term, the Director of Financial Aid determines if the student has completed at least 75% of the credit hours attempted and has earned a minimum GPA of 2.00 for the term of financial aid probation. If this requirement has not been met, the Director of Financial Aid revokes the student's eligibility and suspends all financial aid for the student. The Director also notifies the student, in writing, when he/she has been placed on Financial Aid Probation/Suspension. A copy of that letter is sent to the Registrar for the student's permanent academic file and to the student's academic advisor. In cases of financial aid suspension, the Director also updates the University's financial aid computer system to indicate financial aid suspension to prevent financial aid from being credited to the student's account.

Students not meeting the University's SAP requirements may not be eligible to receive the PHEAA (Pennsylvania State) Grant. This program does not allow for probation or appeals. Loss of PHEAA Grant eligibility due to a student's failure to meet SAP requirements does not result in any increases of institutional or campus-based financial funds.

## ***Reinstatement of Financial Aid***

A student who has been suspended from receiving financial aid may be reinstated after the student has taken, **at Neumann University at his/her own expense**, at least 8 credit hours of course work in one term and has earned a minimum semester GPA of 2.00 for those courses. The Director of Financial Aid determines whether or not to reinstate financial aid to the student based upon the availability of funds at the time. If the Director reinstates financial aid for the student, an SAP Reinstatement Letter is sent to the student, to the Registrar, and to the student's academic advisor.

## ***Appeals Process***

A student who does not meet Satisfactory Academic Progress standards and who is subsequently placed on Financial Aid Probation or has his/her financial aid eligibility revoked may appeal to the Director of Financial Aid. The appeal **must** be made *in writing* and **must** be submitted *within 45 days after notification* of the student's failure to meet SAP standards. Only extenuating circumstances are considered in the appeals process. The Director notifies the student of the determination within 30 days after receiving the student's written appeal. That decision is final and binding on all parties. A student may only receive one waiver of SAP requirements, as determined during the appeals process, during his/her entire career at Neumann University. Once an appeal has been accepted, the student may not appeal again if SAP standards are not met in future academic years.

## ***Renewal of Merit-Based Awards***

Various merit-based scholarships and grants awarded by Neumann University have specific GPA requirements for award renewal. Students are notified of this requirement at the time the scholarship or grant is awarded. Students failing to achieve the minimum GPA requirement have their merit-based award revoked.

