



SUMMER FINANCIAL AID REQUEST FORM

Please read the Summer Financial Aid Policy Statement on the next page of this form for information about summer financial aid eligibility.

Summer Financial Aid Process

- Complete this Summer Request Form on or before May 15.
- Register for Summer Classes.

Summer School Tuition: **\$269 per credit hour**
Residence Hall Fee: **\$523**
Meal Plan: **\$649**

Reminder -If you need financial aid for the upcoming academic year, you should electronically file your FAFSA as soon as possible using (online at www.fafsa.ed.gov).

Complete each item below. Incomplete or illegible forms may cause delays.

Student Name:	Student ID:
Current Mailing Address:	
Email Address:	Telephone Number:

1. I have registered or will register for the following number of credit hours during the summer term:

_____ credits

2. Will you be staying on-campus?

No Yes

3. Will or did you attend another college or university during the current academic year?

No Yes If yes, please list each institution below:

Name of Institution	Period Attended (mo/yr – mo/yr)

5. Certification statement: By signing this application, I certify that I have reviewed the Summer Financial Aid Policy Statement on the next page of this form and I understand and agree to abide by the conditions. I understand that if I am not enrolled at least half time (6 credits) by the start of the last summer session, all of my federal aid for the summer term will be canceled. I understand that if I am no longer meeting Satisfactory Academic Progress standards after spring grades are posted, my summer financial aid will be canceled.

Student Signature	Date
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Summer Financial Aid Policy Statement

Eligibility for summer aid

- In order to receive financial aid in the summer term, students must be enrolled at least half-time (6 credits).
- Eligibility for summer financial aid is based on the information on the student's current academic year Free Application for Federal Student Aid (FAFSA) along with the student's financial aid history. Summer financial aid applications cannot be processed unless Virginia Union has a valid current academic year FAFSA on file.
- Students must meet the standards of the University's Satisfactory Academic Progress (SAP) policy. For currently enrolled students, we will reevaluate your SAP at the end of the Spring term. Students not meeting SAP standards become ineligible for aid as of the Summer term and their financial aid will be canceled.

Limited summer financial aid

- Students enrolled at least half time during the summer term may be eligible for a Federal Stafford Loan if they did not borrow the maximum allowed for their academic grade level during the fall and spring terms or if they have advanced a grade level during the academic year.
- If a student used all of their loan eligibility during the fall/spring, their parent(s) may apply for a parent PLUS loan for the summer. If a student's PLUS loan was denied during the fall/spring, they have already received the additional unsubsidized loan and are not eligible for additional loan funds during the summer.
- Students may be eligible for a Federal Pell Grant for the summer term.
- Students should make sure to complete #2 on the Summer Financial Aid Application if they attended and/or received financial aid from another school during the academic year.

Enrollment changes

- Students' financial aid will not be credited to their student account until attendance has been verified. It is imperative that students make sure your instructors are reporting their attendance to the Registrar's Office.
- Financial aid will be based on the number of credit hours listed on the Summer Financial Aid Request Form. If a student changes their enrollment level from what was reported on the Summer Financial Aid Request Form, the student must notify the Office of Financial Aid.
- If a student withdraws from all classes before completing 60 percent of the term (as measured in calendar days), financial aid eligibility must be recalculated based on the federal Return of Title IV funds formula. Any "unearned" financial aid must be returned to the appropriate federal program(s). The student will have to repay any reduced or canceled financial aid that has already been credited to their Virginia Union University student bill.

Disbursement of financial aid funds and living expense refunds

- Summer Financial Aid funds will be credited to students' Virginia Union University bill beginning the second to third week in June.
- When financial aid funds exceed college charges (tuition, fee, room and meal plans), students receive refunds to assist with educational or living expenses. We expect refunds checks to be ready by the second to third week in July.

Other important factors that could affect Summer financial aid

- If you miss any of the financial aid deadlines, your Summer Financial Aid Request Form may not be processed before summer classes begin. This means you will have to pay for tuition and books from personal funds.
- Virginia Union University does not participate in consortium agreements for summer school. All students receiving financial aid funds must attend Virginia Union University.

Return this form to the Office of Financial Aid

**Virginia Union University
1500 N. Lombardy Street
Richmond, VA 23220
Fax: (804) 257-5797
Email: finaid@vuu.edu**