



MCPHS Student Financial Services Handbook 2024-2025

2024-2025 STUDENT FINANCIAL SERVICES HANDBOOK FOR STUDENTS AND THEIR FAMILIES

2024-2025 MCPHS University Student Financial Services Handbook is a resource guide designed to assist your understanding of the education financing process. This handbook explains how to apply, basic eligibility, the awarding process, financial aid programs, student account information, and additional information for aid applicants.

If you have any questions about your financial aid or student account, please feel free to contact us for assistance:

Boston: 617.732.2864

Worcester: 508.373.5648

Manchester and Online: 603.314.1729

The Office of Student Financial Services is dedicated to providing students and families with individualized, professional guidance to help them make informed decisions about financing their MCPHS University education. From acceptance through graduation, our staff will assist you with all aspects of your financial aid, provide comprehensive financial literacy, and provide access to resources and student account information.

We are committed to serving each student in an environment of equality, responsibility, and dignity, while supporting the University's mission. We are members of the National Association of Student Financial Aid Administrators (NASFAA) and follow a code of conduct established by NASFAA for all its members.

NASFAA CODE OF CONDUCT	1
APPLYING FOR FINANCIAL AID	2
<i>FAFSA TIPS FOR COMPLETION</i>	2
<i>VERIFICATION</i>	3
<i>DEPENDENCY STATUS</i>	3
<i>DEPENDENCY OVERRIDE</i>	5
<i>ELIGIBILITY REQUIREMENTS FOR FEDERAL FINANCIAL AID</i>	5
<i>U.S. CITIZEN OR ELIGIBLE NON-CITIZEN</i>	5
<i>SOCIAL SECURITY NUMBER</i>	6
DEGREE PROGRAM	7
ENROLLMENT STATUS.....	7
<i>UNDERGRADUATE ENROLLMENT</i>	7
<i>GRADUATE ENROLLMENT</i>	8
SATISFACTORY ACADEMIC PROGRESS	8
<i>FINANCIAL AID WARNING</i>	9
<i>FINANCIAL AID PROBATION</i>	9
<i>REGAINING ELIGIBILITY</i>	9
<i>SAP APPEALS</i>	9
MASSACHUSETTS RESIDENCY	10
YOUR FINANCIAL AID PACKAGE	10
<i>COST OF ATTENDANCE</i>	10
<i>EXPECTED FAMILY CONTRIBUTION (EFC)</i>	11
<i>FINANCIAL NEED</i>	111
<i>THE FINANCIAL AID PACKAGE</i>	111
<i>NOTIFICATION OF AWARDS</i>	122
<i>OUTSIDE SCHOLARSHIPS</i>	122
<i>SUMMER ENROLLMENT</i>	122
VERIFICATION PROCESS	122
APPEAL PROCESS.....	133
FINANCIAL AID PROGRAMS.....	144
<i>MCPHS UNIVERSITY SCHOLARSHIPS (MERIT-BASED)</i>	144
<i>FEDERAL AND STATE GRANTS, SCHOLARSHIPS (NEED-BASED)</i>	144
<i>NEED- AND NON-NEED-BASED LOANS</i>	166
<i>ADDITIONAL FEDERAL DIRECT STAFFORD LOAN DETAILS</i>	17
<i>BORROWER-BASED ACADEMIC YEAR</i>	18
<i>EXPANDED LENDING FOR PHARM.D AND DOCTOR OF OPTOMETRY STUDENTS</i>	18
ADDITIONAL FINANCIAL AID INFORMATION	19
<i>FERPA</i>	19
<i>YOUR RIGHTS AND RESPONSIBILITIES</i>	19
<i>RESPONSIBLE BORROWING</i>	200
<i>FSA STUDENT ACCESS</i>	Error! Bookmark not defined.
<i>FEDERAL LOAN REPAYMENT INFORMATION</i>	200
STUDENT ACCOUNT INFORMATION	201

<i>STUDENT ACCOUNT CENTER & STATEMENTS</i>	211
<i>PAYMENTS</i>	211
<i>INTERNATIONAL WIRE TRANSFER VIA FLYWIRE</i>	211
<i>STUDENT HEALTH INSURANCE</i>	211
<i>LATE PAYMENT FEES</i>	222
<i>TUITION PAYMENT DEADLINES—ALL CAMPUSES</i>	222
<i>DISPUTING YOUR LATE FEE</i>	222
<i>APPLYING FINANCIAL AID TO YOUR STUDENT ACCOUNT</i>	233
<i>TITLE IV AUTHORIZATION FORM</i>	233
<i>EXCESS FUNDS</i>	233
<i>DEREGISTRATION HOLD</i>	233
<i>WITHDRAWAL FROM THE UNIVERSITY AND FINANCIAL AID REFUNDS</i>	244
<i>RETURN OF TITLE IV FUNDS</i>	244
<i>CONTACT STUDENT FINANCIAL SERVICES</i>	255

NASFAA CODE OF CONDUCT

An institutional financial aid professional is expected to always maintain exemplary standards of professional conduct in all aspects of carrying out his or her responsibilities, specifically including all dealings with any entities involved in any manner in student financial aid, regardless of whether such entities are involved in government-sponsored, -subsidized, or -regulated activity.

In doing so, a financial aid professional should:

- Refrain from taking any action for his or her benefit.
- Refrain from taking any action he or she believes is contrary to law, regulation, or the best interests of students and parents he or she serves.
- Ensure that the information he or she provides is accurate, unbiased, and does not reflect any preference arising from actual or potential gain.
- Be objective in making decisions and advising his or her institution regarding relationships with any entity involved in any aspect of student financial aid.
- Refrain from soliciting or accepting anything of other than nominal value from any entity (other than an institution of higher education or a governmental entity such as the U.S. Department of Education) involved in the making, holding, consolidating, or processing of student loans, including anything of value (including reimbursement of expenses) for serving on an advisory body or as part of a training activity of or sponsored by any such entity.
- Disclose to his or her institution, in such a manner as his or her institution may prescribe, any involvement with or interests in any entity involved in any aspect of student financial aid.

APPLYING FOR FINANCIAL AID

The University offers a variety of scholarships, grants, loans, and employment opportunities to assist students in meeting the costs of education that cannot be met through the family's own resources.

FAFSA TIPS FOR COMPLETION

To apply for need-based financial aid for the 2024-2025 academic year, the only application required is the 2024-2025 Free Application for Federal Student Aid (FAFSA). To complete the FAFSA, go to <https://studentaid.gov/h/apply-for-aid/fafsa>.

As you complete the FAFSA, keep the following in mind:

- Your Social Security Number must be on file for the university to be able to view your FAFSA application.
- In order to maximize your aid eligibility, you should submit your FAFSA by our priority filing date of May 1.
- When completing the FAFSA, be sure to complete all sections and answer all questions.
- The FAFSA becomes available no later than January 1st, could be as early as October 1st and requires use of the prior year's income tax information (For 2024-2025 the FAFSA uses 2022 tax information).
- For all campuses MCPHS University you can search for our Federal School Code of 002165.
- Both the student and parents must sign the FAFSA using their FSA ID if the student is dependent. You may create an FSA ID at <https://studentaid.gov/fsa-id/create-account/launch>.
- When your FAFSA has been processed, you will receive a FAFSA Submission Summary (FSS) notifying you of the results of your application. If you provided an email address on the FAFSA, you will receive an email with a link to this information within 3-5 business days. Please review your FSS for processing comments and to verify the accuracy of the information, making corrections if necessary. The FSS reports aid you may be eligible
- Your FSS may indicate if you may have been selected for verification.

VERIFICATION

The Office of Student Financial Services will notify you via email if we require additional information or documentation to complete your financial aid application. You should respond promptly to all requests for additional information or documents. Failure to do so may adversely affect your financial aid. Please do not send additional documents unless requested to do so by the Office of Student Financial Services.

All MCPHS University students are required to open, utilize, and maintain (i.e., keep storage within the maximum set by Information Services) an MCPHS University email account. Official University communications and notices are sent via MCPHS University email accounts. All students are responsible for regularly checking their MCPHS University email and for the information contained therein.

DEPENDENCY STATUS

MCPHS University uses the U.S. Department of Education's definition of dependency status for all federal, state, institutional, and private financial aid programs. All students determined to be dependent must report parental tax information on their FAFSA application. Failure to do so will adversely affect their financial aid eligibility.

For the 2024-2025 award year, a student is automatically determined to be independent for federal student aid if he or she meets one or more of the following criteria:

- The student was born before January 1, 2001.
- The student is married or remarried as of the date of the application.
- At the beginning of the 2024-2025 school year, the student will be enrolled in a master's or doctoral degree program (such as MA, MBA, MD, JD, PhD, EdD, or graduate certificate, etc.).
- The student is currently serving on active duty in the U.S. Armed Forces or is a National Guard or Reserves enlistee called into federal active duty for purposes other than training.
- The student is a veteran of the U.S. Armed Forces.
- The student has or will have one or more children who receive more than half of their support from him or her between July 1, 2024, and June 30, 2025.
- The student has dependent(s) (other than children or spouse) who live with him or her and who receive more than half of their support from the student, now and through June 30, 2025.
- At any time since the student turned age 13, both of the student's parents were deceased, the student was in foster care, or the student was a dependent or ward of the court.
- As determined by a court in the student's state of legal residence, the student is now or was upon reaching the age of majority, an emancipated minor (released from control by his or her parent or guardian).
- As determined by a court in the student's state of legal residence, the student is now or was upon reaching the age of majority, in legal guardianship.
- On or after July 1, 2023, the student was determined by a high school or school district

homeless liaison to be an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless.

- On or after July 1, 2023, the student was determined by the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development to be an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless.
- At any time on or after July 1, 2023, the student was determined by a director of a runaway or homeless youth basic center or transitional living program to be an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless.
- The student was determined by the college financial aid administrator to be an unaccompanied youth who is homeless or is self-supporting and at risk of being homeless.
- The student has an unusual circumstance as detailed on the FAFSA.

MCPHS University may require additional documentation to support any independent status that is conflicting and/or not confirmed. If the statuses below are the only means of making you independent (the only dependent question answered yes), then you are required to provide the following documentation to the Office of Student Financial Services to confirm your independent status.

- **Foster Care:** Provide legal documentation (court documents) or a letter from the Department of Human Services in your state of legal residence confirming you were in foster care at age 13 or older.
- **Dependent/Ward of the Court:** Provide legal documentation (court documents) or documentation from the Department of Human Services in your state of legal residence confirming you were a dependent or ward of the court at age 13 or older.
- **Emancipated Minor:** Provide a copy of a court's decision documenting you are an emancipated minor from the state of your legal residence.
- **Legal Guardianship:** Provide a copy of a court's decision documenting you are in legal guardianship from the state of your legal residence.
- **No Living Parents:** Provide both parents' death certificates.
- **Unaccompanied Youth Who Was Homeless/Self-Supporting and at Risk of Being Homeless:** Provide documentation from a high school or school district homeless liaison, the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development, or a director of a runaway or homeless youth basic center or transitional living program to be an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless.
- **Unusual circumstance:** provide documentation demonstrating your circumstance.

Parental data must be provided on the FAFSA for dependent students unable to answer "yes" to any of the dependency questions.

DEPENDENCY OVERRIDE

The Office of Student Financial Services is able to provide a “dependency override” in situations where the student does not meet one of the listed criteria but should be considered independent due to unusual circumstances. However, none of the conditions listed below qualifies as unusual circumstances or a merit dependency override:

- Parents refuse to contribute to student’s education;
- Parents unwilling to provide information on the application or for verification;
- Parents do not claim the student as a dependent for tax purposes;
- Student demonstrates total self-sufficiency.

Students considering a dependency override appeal should contact the Office of Student Financial Services to make an appointment to discuss the situation with their SFS Counselor.

ELIGIBILITY REQUIREMENTS FOR FEDERAL FINANCIAL AID

To qualify for federal student aid, you must meet certain requirements. Basic eligibility criteria require the student to:

- Be a U.S. citizen or eligible noncitizen of the United States;
- Have a valid Social Security number (with the exception of students from the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau);
- Be registered with the Selective Service or exempt from registration, if male;
- Be enrolled or accepted for enrollment as a regular student in a degree program;
- Have a high school diploma, a GED, or completed a high school education in a homeschool setting approved under state law;
- Be enrolled at least half-time to be eligible for a Direct Loan;
- Sign statements on the FAFSA stating that you are not in default on any federal student loan and do not owe money on a federal grant and that you will use federal student aid only for educational purposes; and
- Maintain satisfactory academic progress.

U.S. CITIZEN OR ELIGIBLE NON-CITIZEN

A student must be a U.S. citizen or eligible noncitizen to be eligible for federal, state, and MCPHS University student aid. The general requirement for eligible noncitizens is they are in the U.S. for other than a temporary purpose with the intention of becoming a citizen or lawful permanent resident as evidenced by the U.S. Citizenship and Immigration Services (USCIS) in the Department of Homeland Security (DHS).

If the Social Security Administration is unable to confirm a student’s U.S. citizenship during FAFSA processing, then the student must provide documents to the Office of Student Financial Services proving citizenship that may include a:

- Birth Certificate;
- U.S. Passport;
- Form FS-240 (Consular Report of Birth Abroad);
- FS-545 (Certificate of Birth issued by a Foreign Service Post);
- DS-1350 (Certification of Report of Birth);

- Certificate of Citizenship (N-560 or N-561); or
- Certificate of Naturalization (N-550 or N-570).
- If DHS is unable to confirm a student's eligible noncitizen status during FAFSA processing, then the student must provide documents to the Office of Student Financial Services proving the following eligible noncitizen statuses:
 - U.S. national (includes natives of American Samoa or Swains Island)
 - U.S. permanent resident (who has an I-151, I-551, or I-551C [Permanent Resident Card])
- An individual who has an Arrival-Departure Record (I-94) from U.S. USCIS showing one of the following designations:
 - "Refugee"
 - "Asylum Granted"
 - "Cuban-Haitian Entrant (Status Pending)"
 - Ukrainian citizens and nationals paroled into the United States between Feb. 24, 2022, and Sept. 30, 2023
 - Afghan citizens and nationals paroled into the United States between July 31, 2021, and Sept. 30, 2023
 - "Conditional Entrant" (valid only if issued before April 1, 1980)
 - "Parolee" (You must be paroled into the United States for at least one year and you must be able to provide evidence from USCIS that you are in the United States for other than a temporary purpose and that you intend to become a U.S. citizen or permanent resident.)
- The Department of Education requires institutions to view original documents when verifying citizenship statuses for federal aid purposes. Incoming students may provide a copy of their document for an estimated award, but before aid can be disbursed, you must visit the Office of Student Financial Services and provide your original citizenship documentation for review. PLEASE DO NOT MAIL ORIGINAL DOCUMENTS TO OUR OFFICE.

After the Office of Student Financial Services receives your documentation to confirm U.S. Permanent Residency or an I-94 designated as "Refugee," "Asylum Granted," "Parolee," "Cuban- Haitian Entrant," or "Conditional Entrant," we will send them to DHS for verification of your status. It can take up to eight weeks for DHS to respond.

SOCIAL SECURITY NUMBER

A Social Security number (SSN) is a nine-digit number issued to citizens, permanent residents, and temporary (working) residents. The number is issued to an individual by the Social Security Administration, an independent agency of the United States government. Learn more at <https://www.sss.gov/>.

DEGREE PROGRAM

All undergraduate and graduate degrees at MCPHS University are eligible federal student aid programs. Certificate programs are not eligible to receive student aid.

Students' standing as an undergraduate or masters/doctoral student is an important factor in the financial aid process. The FAFSA asks students to identify whether they are in an undergraduate or masters/doctoral or graduate/professional program. MCPHS University determines degree standing on the criteria below (independent of whether students earned prior bachelors or graduate degrees):

- All years of the PharmD program in Worcester and Manchester are considered graduate.
- The final two years of the PharmD program in Boston are considered graduate. All other years are considered undergraduate. (*There are exceptions to this rule for Worcester and Manchester PharmD students; please contact your SFS Counselor to confirm your status.)
- All years of the Master of Physician Assistant Studies program in Worcester and Manchester are considered graduate. All years of the post baccalaureate Master of Physician Assistant Studies program in Boston are considered graduate.
- All master's and doctorate programs, as well as the Regulatory Affairs and Health Policy and the post baccalaureate PharmD Pathway programs, are considered graduate.
- All other programs are considered undergraduate.
- Students who have a prior baccalaureate degree are not eligible for certain grant programs, including:
 - Federal Pell Grant;
 - Federal Supplemental Educational Opportunity Grant (SEOG); and
 - Most state scholarship/grant programs.

ENROLLMENT STATUS

The Office of Student Financial Services reviews the enrollment status for all students receiving financial aid at the end of the official add/drop period each semester. All awards are based on full time status unless otherwise notified. Necessary adjustments to financial aid awards and the cost of attendance are made before disbursement. (Note: Students enrolled in their required clinical rotations/clerkships will be considered as enrolled full-time regardless of credit load.) If charges remain on your account after disbursements due to adjustments/changes, then it is your responsibility to make payment.

Undergraduate Enrollment per Semester

- Full time: 12 or more credits
- Three-quarter time: 9–11 credits
- Half time: 6–8 credits
- Less than half time: 1–5 credits

Graduate Enrollment per Semester

- Full time: 9 or more credits
- Half time: 4.5 – 8.8 credits
- Less than half time: 1– 4 credits

The following programs require full-time undergraduate enrollment. Less than full-time enrollment will result in complete loss of the award:

- Massachusetts State Funds
- Health Professions Loan
- Most other state grants

The following programs are prorated based on undergraduate enrollment status. For these programs, undergraduate students will have their awards reduced by 25% if they are enrolled in 9–11 credits, will have their awards reduced by 50% if they are enrolled in 6–8 credits, and are reduced by 75% for these programs if they are enrolled in 1–5 credits.

- MCPHS Need-Based Awards
- MCPHS Merit-Based Awards

Federal Pell Grant is prorated based on number of enrolled credits. At 12 or more credits students will receive 100% of the semester's eligibility. If enrolled under 12 credits, the Pell grant will be prorated. For example, a student enrolled in 4 credits would receive approximately 33% (4 out of 12 credits) of that semester's aid.

The following programs require at least half-time undergraduate enrollment. Less than half-time enrollment will result in complete loss of the award. Half-time enrollment is defined as 6 credits for undergraduate students and 4.5 credits for graduate students.

- Federal Direct PLUS Loan
- Federal Direct Stafford Loans (subsidized and unsubsidized)
- Many Private/Alternative Loans

SATISFACTORY ACADEMIC PROGRESS

The University is required to establish minimum standards of Satisfactory Academic Progress (SAP) for students receiving financial aid. The University applies these standards to all federal, state, and institutional funds. The Office of Student Financial Services will only award financial aid to students who are in good academic standing and are making satisfactory progress toward completion of their degree.

A student is not making satisfactory academic progress if any of the following conditions exist:

- The student's cumulative grade point average (GPA) is below the GPA requirement for good academic standing. Professional GPAs become the minimum GPA requirement when the professional phase of a program begins. (Review the annual online University Catalog for professional GPA by program).

- The student's earned credits (completed with a passing grade) are less than 2/3 of all attempted credits (coursework), as calculated at the end of each semester.
- The student has exceeded the maximum time frame of attempted credits (150%) of the published length of his or her degree program.

Satisfactory academic progress is reviewed at the end of each semester (payment period). The following is included in the GPA calculation and in the earned and attempted credits calculation:

- Dropped coursework is not included.
- Failing grades (F) are included in the GPA and in earned and attempted credits.
- Incomplete grades (I) are included in the GPA and in earned and attempted credits.
- Withdrawals are included in earned and attempted credits.
- Repeated coursework is included in the GPA and in earned and attempted credits.
- Pass/fail coursework is included in earned and attempted credits.
- Audit coursework is not included.
- Colleges of the Fenway (COF) coursework is included in the GPA and in earned and attempted credits.
- Transfer coursework (applicable to current program) is included in earned and attempted credits.
- Satisfactory/unsatisfactory coursework (graduate programs only) is included in earned and attempted credits.
- Remedial coursework is not included.

Financial Aid Warning

If a student is not making SAP, they will be placed on financial aid warning. A student then has one semester to make satisfactory progress. If after one semester on financial aid warning, a student is not making SAP, the student becomes ineligible for financial aid.

Financial Aid Probation

Students with an approved appeal will be placed on probation and have one semester to achieve satisfactory academic progress. If the student fails to achieve the SAP standards after probation, then he or she will not be eligible for aid until the standards are achieved.

Regaining Eligibility

Students who are ineligible for financial aid because they are not making SAP may appeal to regain eligibility for the subsequent semester to achieve the SAP standards. Students may also continue to take coursework without the use of financial assistance until eligibility is reinstated by achieving the required SAP standards.

SAP Appeals

Appeals are considered when a student can demonstrate that an extraordinary circumstance existed (for example, student illness, the illness or death of a family member) that prevented him/her from achieving satisfactory academic progress. Students considering an SAP appeal should contact the Office of Student Financial Services to make an appointment to discuss the

situation. Appeals are due by the posted deadline in the email notification of academic status and loss of aid eligibility; however, an appeal does not exclude the student's payment responsibility associated with the semester's bill due date. Incomplete appeals will not be reviewed. Students with an approved appeal will be placed on financial aid probation and have one semester to achieve satisfactory academic progress. If the student fails to achieve the SAP standards after probation, then he/she will not be eligible for aid until the standards are achieved. If MCPHS determines, based on the appeal, the student will require more than one academic semester to meet progress standards, the University may grant a subsequent appeal; if an academic plan is developed for the student, the student must successfully complete the program in the specified time. Students will be reviewed at the end of one academic semester to determine if they are meeting the requirements of the plan. If the student is meeting the requirement of the academic plan, the student is eligible to receive Title IV funds as long as the student continues to meet those requirements, and is reviewed according to the requirements detailed in the plan. Non-matriculating students are not eligible for financial aid.

SAP Appeals must include

An explanation of the extenuating circumstances surrounding your academic performance along with supporting documentation (any documentation submitted is confidential and only used to verify the identified circumstance). A special circumstance may be an injury, illness, the death of a relative, or other special circumstance.

- A statement that explains what has changed in your current situation to allow you to academically progress.
- A plan of action to return to satisfactory academic standing by the next review.
- Incomplete appeals will not be reviewed. Once a complete appeal is received, students are notified of the decision within ten business days.

MASSACHUSETTS RESIDENCY

Massachusetts residency is defined as those students who have resided in Massachusetts for purposes other than attending college for at least one year prior to the beginning of the academic year. Parents of dependent students must also have resided in Massachusetts for at least one year prior to the beginning of the academic year. Programs funded by the Commonwealth are limited to undergraduate students. Students who have already completed a prior bachelor's degree are not eligible for financial aid programs funded by the Commonwealth.

YOUR FINANCIAL AID PACKAGE

The awarding of financial aid is based on financial need, availability of funds, and a student's academic achievement (merit-based aid).

COST OF ATTENDANCE

The cost of attendance (COA) includes direct and indirect expenses. In addition to the tuition and room and board (if living on campus) for which you will receive a bill from MCPHS

University, we also include estimated allowances for indirect expenses such as books, supplies, transportation, and miscellaneous expenses. These indirect costs are estimated amounts, and the actual amount you spend on these items may be more or less depending on your personal spending habits and choices. Indirect expenses will not appear on your university bill.

STUDENT AID INDEX (SAI)

The University uses the standardized Federal Methodology (FM) formula in computing the expected family contribution (SAI).

Some of the factors used in the analysis include income, assets, family size, and number of family members in college. Calculating the student's expected contribution separately from the parental expected contribution and then adding them together produces the total expected family contribution. The SAI is calculated once you submit your FAFSA. Universities determines the student's federal and institutional aid eligibility based on their Expected Family Contribution.

FINANCIAL NEED

Subtracting the expected family contribution from the total cost of attending the University determines the financial need.

Cost of Attendance – Student Aid Index (Parent/Guardian and Student) = Financial Need

The following is a general example of this calculation.

Cost of Attendance*	Student Aid Index (SAI)	Financial Need
Tuition & Fees \$39,120	Student Contribution \$2,000	
Room & Board \$21,220	Parent Contribution \$8,000	
Transportation \$1,784		
Books & Supplies \$948		
Miscellaneous \$2,152		
\$59,917	\$10,000	\$49,917

*Cost of attendance figures are from the 2024-2025 award year and are based on traditional full-time, undergraduate enrollment on the Boston campus.

THE FINANCIAL AID PACKAGE

Once we determine the student's financial need, the Office of Student Financial Services creates a financial aid package.

MCPHS University utilizes scholarships, grants, loans, and Federal Work-Study funds to assist students in meeting as much of their demonstrated financial need as possible and makes every

effort to distribute the available funds in an equitable fashion to assist the greatest number of eligible students. The total amount of aid a student receives may not exceed his or her total cost of attendance.

NOTIFICATION OF AWARDS

Notification of award letters will be emailed to students once the financial aid file is complete. It is recommended that students complete the FAFSA as soon as they are available on October 1st of each year. The student's demonstrated need is recalculated each year, and award amounts are contingent upon the University's level of allocated funds.

OUTSIDE SCHOLARSHIPS

MCPHS University encourages students to apply for outside scholarships to help meet the costs of education. All students receiving outside scholarships must notify the Office of Student Financial Services immediately upon receipt. A copy of the award notification usually suffices, if it includes the name and amount of the award. We will notify students if the outside resource affects their eligibility for financial aid.

Free Scholarship Search Engines:

- Career One Stop;
- The College Board;
- Fast Web;
- Contact your local high school or public library.

SUMMER ENROLLMENT

Student Financial Services automatically determines summer financial aid as part of the financial aid application process for programs in which summer enrollment is a required part of the curriculum, as defined in the MCPHS University Catalog.

Enrollment status requirements for the summer semester are based on program. The two summer sessions offered on the Boston campus are combined and treated as one "summer semester" for purposes of financial aid.

VERIFICATION PROCESS

Each year the federal government and/or MCPHS selects students who have completed the FAFSA for verification. The verification process simply requires the University to review supporting documents to verify the information reported on the FAFSA for the parent(s), student, and spouse.

Information that may be verified includes adjusted gross income, federal taxes paid, education credits, the family size, identity / statement of educational purpose, and other information deemed necessary for review.

If you are selected for verification, you will be notified via email of additional documents that you must submit to complete your financial aid file.

MCPHS will not disburse federal, state, and institutional financial aid to a student's account until

the student completes the verification process. Failure to complete the verification process will result in cancellation of federal financial aid. The University reserves the right to verify any file that appears to contain discrepant information. In addition to verifying a student's application data, MCPHS is required by federal law to resolve any conflicts of information that become evident as part of the application review process. All discrepancies must be resolved prior to disbursement of Title IV aid to a student's account.

Please note: Upon completion of the verification process, students will be notified if there is an adjustment to their aid eligibility. In addition to verifying a student's application data, MCPHS University is required by federal law to resolve any conflicts of information that become evident as part of the application review process. All discrepancies must be resolved prior to Title IV aid being disbursed to a student's account.

APPEAL PROCESS

Students may appeal their financial aid award due to a significant and unforeseen change in circumstances or if there is information that was not provided on the original application materials.

Appeals that are typically considered include these:

- A significant reduction in income
- Unusually high uninsured paid medical expenses (in excess of 7.5% of student's or parent's adjusted gross income) that were not claimed on the taxes used to complete the FAFSA
- Adjustment for separation or divorce after the application materials were completed
- Adjustments for death of a parent or spouse
- Private elementary and secondary school costs
- Consideration is not granted for appeals made due to discretionary expenses such as home improvements, credit card debt, weddings, the purchase of a car, anticipated loss of overtime pay, or housing and other costs that can be reasonably expected for a college student.

Students whose Cost of Attendance exceed the standards used in awarding financial aid may appeal their financial aid budget for increased loan eligibility. Typical considerations for increased costs of attendance include: tuition charges above the standard allowance due to extra coursework in a particular semester, costs associated with dependent childcare, costs associated with a documented disability, costs associated with studying abroad, and/or travel expenses beyond the standard allowance due to atypical commuting situations.

Contact the Office of Student Financial Services to discuss your situation and determine what details and documentation will be required for the office to evaluate the appeal. All appeals must be in writing and include documentation of the reasons for requesting the reevaluation of the financial aid package. Notification of the decision will be sent to the student, usually within two weeks. An appeal in process does not free the student from the established tuition due date deadlines.

FINANCIAL AID PROGRAMS

Federal, state, and institutional aid is available to eligible MCPHS University students. These programs include: merit-based, need-based, and non-need-based aid, including scholarships, loans, grants, and employment opportunities. MCPHS University automatically considers all students applying for financial aid for each program for which they may qualify. Major programs providing financial aid are described below, and additional information may be obtained at <https://www.mcphs.edu/admission-and-aid/cost-and-aid/undergraduate-aid> and <https://studentaid.gov/>.

MCPHS UNIVERSITY SCHOLARSHIPS (MERIT-BASED)

The University has established merit-based programs that are awarded without regard to financial need by the Office of Admission. Recipients of merit-based funding will be considered for other need-based financial aid, if eligible, upon receipt of a completed FAFSA. Please contact the Office of Admission for more information regarding merit-based scholarships. Merit-based scholarship information can be found at <https://www.mcphs.edu/admission-and-aid/cost-and-aid/undergraduate-aid/scholarships>.

FEDERAL AND STATE GRANTS, SCHOLARSHIPS (NEED-BASED)

If you are eligible for Federal Grants, they will be included in your financial aid package. For more information, please visit <https://studentaid.gov/understand-aid/types/grants>.

Federal Pell Grant: This federal program provides grants to undergraduate students demonstrating exceptional financial need. The federal government determines award amounts each year. Survivors of service members may be awarded the maximum Pell Grant if:

1. The recipient is identified through the FAFSA as having had a parent/guardian in the U.S. Armed Forces who died as a result of service performed in Iraq or Afghanistan after September 11, 2001; and
2. The student was under 24 years of age or enrolled at least half time at the time of the parent/guardian's death.

Federal Supplemental Educational Opportunity Grant (FSEOG): The FSEOG program provides grants to undergraduate students demonstrating exceptional financial need. Awards are based off an annual allocation and cannot be guaranteed to every eligible student.

Massachusetts State Grant: The Massachusetts State Grant program provides grants to full-time undergraduate students who demonstrate exceptional financial need and meet the Massachusetts residency requirements as detailed by the Massachusetts Office of Student Financial Assistance. Award amounts are determined by the state government and are estimated until final state appropriations. For more information on MA State Grants, visit <https://www.mass.edu/osfa/home/home.asp>.

Gilbert Grant: The Gilbert Grant program provides grants to full-time undergraduate students who demonstrate exceptional financial need. To be eligible, a student must meet the Massachusetts residency requirements as detailed by the Massachusetts Office of Student Financial Assistance. Awards are based off an annual allocation and cannot be guaranteed to

every eligible student.

Massachusetts Part-Time Grant: The Mass. Part-Time Grant program provides grants to undergraduate students demonstrating exceptional financial need and is designed to assist students who are not eligible for the Mass. State Grant solely due to being enrolled less than full time. Students must be enrolled in 6–11 credit hours and must be a resident of Massachusetts in order to qualify for a Massachusetts Part-Time Grant.

Burroughs-Wellcome Loan: The Burroughs-Wellcome program provides loans to 4th year PharmD students on the Boston campus who demonstrate exceptional financial need. Awards are based off an annual allocation and cannot be guaranteed to every eligible student. Awards contain a 0% fee; as well as an annual interest rate of 4%. Interest does not begin accruing until 6 months after students cease at least half-time enrollment.

Nursing Student Loan: This is a federally funded educational loan available to full-time dependent students for a course of study leading to a degree in Nursing. It carries no interest while the student is enrolled full time. Repayment does not begin until 12 months after the student ceases to be enrolled full time. The repayment of the principal may be extended over a 10-year period with interest at a rate of 5% per year. Recipients are required to complete online counseling, sign a promissory note, and complete a self-certification form prior to the loan being disbursed.

Other State Grants and Scholarships: Undergraduate students are required to contact their particular state board of higher education regarding application and eligibility requirements for any available state grants and scholarships. Not all states allow their grant monies to be used out of state.

MCPHS University Need-Based Awards: This institutional program provides awards to students demonstrating financial need, and the EFC range is annually defined. Awards are based off a budgeted amount and cannot be guaranteed to every eligible student.

Endowed Scholarships: Numerous endowed scholarships have been established through the generous contributions of friends, supporters, and alumni of the University. Financial need and academic performance are the most common criteria in awarding these scholarships. Students must apply for the FAFSA each year in order to be considered for these awards. These scholarships are awarded annually (applied to spring semester) and are not renewable for subsequent years.

FEDERAL WORK-STUDY (FWS): This federally funded program provides part-time employment for students with demonstrated financial need. Students with FWS eligibility are encouraged to explore employment in a community service setting first before on-campus opportunities. FWS awards are based off an annual allocation and cannot be guaranteed to all eligible students. To learn more, please visit <https://www.mcphs.edu/departments/student-financial-services/work-study>.

NEED AND NON-NEED BASED LOANS

Federal Direct Subsidized Student Loan: Subsidized Stafford Loans are a need-based federally funded educational loan for undergraduate students. The federal government determines the fixed interest rate and fees each year. This loan carries no interest while the student is enrolled at least half-time, and repayment begins six months after the student ceases to carry at least a half-time course of study. First-time Stafford borrowers must complete online entrance counseling and a master promissory note (MPN) in order to receive these funds.

Federal Direct Unsubsidized Student Loan: This is a non-need-based federally funded educational loan. The fixed interest rate and fees are defined by the federal government. Interest accrues on this loan beginning at the time of disbursement, and repayment begins six months after the student ceases to carry at least a half-time course of study. First-time Stafford borrowers must complete online entrance counseling and a master promissory note (MPN) in order to receive these funds.

Federal Direct PLUS Loan for Graduate Students: The PLUS Loan is a federally funded loan that enables graduate students to borrow up to the cost of attendance, less financial aid. The fixed interest rate and fees are defined by the federal government. Students may postpone payments while enrolled in school at least half time. All borrowers must complete the FAFSA, and first-time borrowers must complete a master promissory note (MPN) and online entrance counseling before the loan may be disbursed.

Federal Direct Parent PLUS Loan: The Parent PLUS Loan is a federally funded loan that enables parents of dependent under-graduate students to borrow up to the cost of attendance, less financial aid. The fixed interest rate and fees are defined by the federal government. Repayment begins within 60 days after full disbursement of the loan. Deferred payments may be available while the student is enrolled at least half time. A student must complete a FAFSA in order for a parent to borrow via a PLUS Loan. First-time borrowers must complete a master promissory note (MPN) before the loan disburses.

Health Professions Student Loan (HPSL): The Health Professions Service Loan is a federally funded educational loan available to full-time dependent students for a course of study leading to a degree in pharmacy. It carries no interest while the student is enrolled full time. Repayment does not begin until 12 months after the student ceases to be enrolled full time. The repayment of the principal may be extended over a 10-year period with interest at a rate of 5% per year. Recipients are required to complete online counseling, sign a promissory note, and complete a self-certification form prior to the loan being disbursed.

Failure to complete the loan requirements will result in cancellation of the loan. (Students must sign a new promissory note every year that they are awarded an HPSL loan.)

Credit-Based Private Loans: Loans available in this category are offered by various private lenders and are certified by the University. There are numerous alternative loans available, from a wide variety of lenders. To learn more, please visit, <https://www.elmselect.com/v4/school/642/program-select>. Loans in a pre-approval status will

not be certified by the institution. Only those loans fully approved (promissory note and additional documents submitted to lender) will be certified. Students should allow plenty of time to ensure crediting of loan funds in a timely manner and to avoid late payment fees. If utilizing a private loan, students are strongly encouraged to apply early to complete all necessary requirements and plan for the entire annual period of enrollment.

ADDITIONAL FEDERAL DIRECT STAFFORD LOAN DETAILS

Loan Limits: Annual Stafford Loan limits are based on the student's year in school and financial need as determined by the FAFSA application. (See "Dependency Status," on page 3.)

Undergraduate students with demonstrated financial need receive their first level of eligibility in Subsidized Stafford Loan funding. Undergraduate students who do not demonstrate need and graduate students receive their first level of eligibility in an Unsubsidized Stafford Loan. Undergraduate students are also eligible for a second level of Unsubsidized Stafford Loan funding.

Dependent Students

	First Level	Second Level
1st Year Undergraduate	\$3,500	\$2,000
2nd Year Undergraduate	\$4,500	\$2,000
3rd, 4th, and 5th Year Undergraduate	\$5,500	\$2,000

Independent Students

	First Level	Second Level
1st Year Undergraduate	\$3,500	\$6,000
2nd Year Undergraduate	\$4,500	\$6,000
3rd, 4th, and 5th Year Undergraduate	\$5,500	\$7,000
Graduate/Professional	n/a	\$20,500

The Stafford Loan programs are also subject to aggregate limits on borrowing. Once students reach the aggregate limit for their academic standing and dependency status, they may not borrow additional Stafford Loan funding until their academic standing or dependency status changes. The Stafford aggregate maximums for combined subsidized and unsubsidized borrowing are as follows:

- Dependent Undergraduate: \$31,000 (of which up to \$23,000 may be subsidized)
- Independent Undergraduate: \$57,500 (of which up to \$23,000 may be subsidized)
- Graduate/Professional: \$138,500

Entrance Counseling: If you will be receiving Subsidized or Unsubsidized Stafford Loan funds for the first time at MCPHS University as part of your financial aid award, federal regulations require that you complete an entrance counseling. Graduate students borrowing a Grad PLUS Loan for the first time are also required to complete a graduate entrance counseling session. Both online counseling sessions may be completed at <https://studentaid.gov/entrance-counseling/>. These online entrance counseling provides you with important information about your student loan.

Master Promissory Notes: Students who borrow from the Federal Stafford Loan program for the first time at the University must complete a master promissory note (MPN). Students need to complete the MPN once at <https://studentaid.gov/mpn/> as it will serve as their promissory note for all of the Federal Subsidized and Unsubsidized Stafford Loans borrowed while attending the University.

Exit Counseling: Exit counseling provides the student with important information regarding your rights and responsibilities associated with borrowing and repayment options for your Federal Stafford Loans. You are required to complete exit counseling at <https://studentaid.gov/exit-counseling/?counselingType=exit> when you graduate, withdraw, or stop attending, or your enrollment status is less than half time.

BORROWER-BASED ACADEMIC YEAR

Students in accelerated undergraduate degrees at the Boston campus are awarded according to a Borrower-Based Academic Year (BBAY). The advantage to a BBAY award is that students are able to maximize their eligibility under the Federal Direct Stafford Loan program. Essentially, the fall and spring are considered one academic year and the summer semester is the beginning of the second academic year. Students and parents with BBAY awards should carefully read the information provided in the important information tab of their online financial self-service portal.

EXPANDED LENDING FOR PHARMD AND DOCTOR OF OPTOMETRY STUDENTS

The federal government has made special provisions for independent students in their final three years of study in a PharmD program and for the Doctor of Optometry program. Eligible students enrolled in the PharmD or Optometry program may be eligible to borrow Unsubsidized Stafford Loan funding above and beyond the limits listed above. The additional Unsubsidized Stafford borrowing can eliminate the need to pursue alternative loan sources. Increased aggregate maximums have been established for students pursuing the additional eligibility described.

The aggregate Stafford Loan maximum for students using this additional eligibility is \$224,000 (of which up to \$65,500 may be subsidized).

ADDITIONAL FINANCIAL AID INFORMATION

FERPA

The Family Educational Rights and Privacy Act of 1974 (FERPA) protects the privacy of student educational records. Records created and maintained by Student Financial Services are considered educational records and may not be disclosed without the student's consent. To understand student rights under FERPA, please read the notice published in the annual University Catalog.

To consent the release of your financial aid and/or student account information to parent(s), guardian(s), or others, the student is required to submit the "Office of Student Financial Services FERPA Consent Form."

YOUR RIGHTS AND RESPONSIBILITIES

As a student receiving financial aid at MCPHS University, it is your obligation to know and comply with the rules governing the aid you receive. The list below outlines the rights to which you are entitled and the obligations that you are responsible to follow as a student aid recipient.

You have the right to:

- Know that your financial aid application file is confidential in accordance with the Family Educational Rights and Privacy Act (FERPA).
- Know and understand the authorized educational expenses involved in the cost of attendance.
- Be informed about the financial aid process, procedures, and deadlines for aid applicants.
- Understand how financial aid is determined, the types of aid available, and how each program is awarded.
- Understand your aid package, comply with the terms and conditions of your award, and identify what types of assistance are gift-aid and what types of assistance need to be repaid.
- Know when financial aid is disbursed and how to cancel loan disbursements.
- Know and understand the refund policies associated with dropping coursework and the return of federal aid as a result of withdrawing from coursework.
- Understand the requirements of satisfactory academic progress to continue receiving financial assistance.

You have the responsibility to:

- Complete all aid applications and forms accurately and comply with all deadlines. Misrepresented information on aid applications and forms is a violation of federal law and may be considered a criminal offense.
- Read and understand all documents you are asked to sign and maintain copies for your records.
- Return any additional documentation, corrections, and new information requested by the Office of Student Financial Services.
- Notify MCPHS University of any name and address change.

- Know and comply with the rules governing your financial aid awards.
- Notify Student Financial Services of outside resources received (including scholarships, grants, veterans' benefits, tuition waivers, or other educational/ tuition assistance).
- Maintain satisfactory academic progress to continue receiving financial assistance.
- Use financial aid for educational expenses incurred while enrolled.
- Reapply for financial aid through the FAFSA by the deadline each year you are enrolled if you would like to be considered for financial aid.
- If accepting a work-study award: obtain a work-study job, complete all necessary hiring paperwork, maintain your work schedule with your supervisor, and satisfactorily perform and complete all work assignments.

RESPONSIBLE BORROWING

All students and families should make informed decisions if borrowing student loans. You should always read and understand the terms and conditions of your loan options. Responsible borrowers should borrow only what is needed, which can be determined from creating a modest budget, developing a financial plan through program completion, and estimating the debt that you can afford to repay.

Once you have selected the loans most appropriate for your needs, the next step is to manage your money responsibly while in school. Being responsible includes understanding the basics—needs vs. wants, budgeting, and credit management.

FEDERAL STUDENT LOAN SERVICER

The Federal Student Aid website provides a centralized, integrated view of your federal student loans and grants. Students may visit <https://studentaid.gov/manage-loans/repayment/servicers> to view their federal student loans, account for overall loan debt, and retrieve current servicer information to maintain repayment responsibilities. You will need your Federal Student Aid ID in order to view your loan records.

FEDERAL LOAN REPAYMENT INFORMATION

Every borrower should understand their repayment options associated with federal student loans. Please visit <https://studentaid.gov/manage-loans/repayment/repaying-first-time> to learn more about:

- Repayment Plans and Calculators;
- Public Service Loan Forgiveness Program;
- Deferments and Forbearances;
- Direct Consolidation Loans;
- PLUS Loan Repayment;
- Perkins Loan Deferment/Cancellation Information.

STUDENT ACCOUNT INFORMATION

STUDENT ACCOUNT CENTER & STATEMENTS

Each semester you will receive a notification that your e-bill is available by visiting the Student Account Center (<https://www.mcphs.edu/admission-and-aid/cost-and-aid/account-center-billing-and-payment>). Statements, which are released once per month, include all recent account activity: charges, credits, financial aid disbursements, loan disbursement, and any account adjustments as of the statement date. The balance due must be paid by the payment due date to avoid late payment fees.

All pending financial aid is contingent upon completion of all required paperwork. Please be sure to complete all necessary steps to ensure timely disbursements.

Students have the ability to view monthly account statements, schedule a payment, or give shared access to another payer. If you need assistance with your e-bill, please contact Nelnet Campus Commerce at 800.609.8056.

PAYMENTS

MCPHS University accepts Visa, MasterCard, Discover, American Express, and payments from checking and savings accounts online at <https://www.mcphs.edu/admission-and-aid/cost-and-aid/account-center-billing-and-payment>. All payments should be made online. Interest-free monthly payment plans are also available. You can enroll by visiting <https://www.mcphs.edu/admission-and-aid/cost-and-aid/account-center-billing-and-payment>.

INTERNATIONAL WIRE TRANSFER VIA FLYWIRE

MCPHS University has partnered with Flywire to offer an easy payment option for international tuition payments. With Flywire, students can pay from any country and bank (except Iran). Students are also offered excellent foreign exchange rates, allowing them to pay in their home currency (in most cases) and save a significant amount of money, as compared to traditional banks. This payment option can be found at <https://payment.flywire.com/pay/payment>. International students are not eligible for monthly payment plans unless they have a US based debit/credit card from which they will make their monthly payments.

STUDENT HEALTH INSURANCE

The Commonwealth of Massachusetts and MCPHS University policy requires that all students on the Boston, Worcester, and Manchester campuses (regardless of enrollment) be covered by a comprehensive health insurance program. The institution makes available a general health insurance program that meets these standards. This policy is provided by an independent insurance carrier for a 12-month duration beginning on September 1.

Students will be automatically enrolled in this plan unless an online waiver is completed and received by the Office of Student Financial Services prior to the tuition payment deadline. Students registering late must submit the waiver at that time. The waiver stipulates that personal coverage will be maintained during the enrollment period and requires confirmation of coverage. If the Office of Student Financial Services does not receive the waiver prior to the tuition payment deadline, the student will be billed for the insurance premium and will remain responsible for the payment. The health insurance waiver must be renewed annually. More

information can be found on

https://www.universityhealthplans.com/letters/letter.cgi?group_id=233.

LATE PAYMENT FEES

Students with outstanding student account balances and/or students who have not completed the requisite steps to ensure timely disbursements of funds (MPN, entrance counseling, endorsing loan check) will be charged a late payment fee of \$250. To avoid late payment fees, students must ensure that all financial obligations (including tuition, fees, health insurance, and housing charges) will be met by the following dates:

TUITION PAYMENT DEADLINES—ALL CAMPUSES

- Fall Semester: August 1, 2024
- Spring Semester: December 1, 2024
- Summer Session I & II: May 1, 2025

Students' accounts must be paid in full before a student may attend classes.

Students receiving financial aid and/or private alternative loans must ensure that proper documentation is completed and aid and/or payment is received by the University on or before the payment due date in order to avoid a late fee.

Students participating in the Nelnet Campus Commerce payment plan must ensure that the payment plan budget for each term will cover all outstanding charges. Payment plan budgets that will not result in a paid-in-full status by the end of the payment term will be assessed a late fee.

For students with outstanding balances, the University reserves the right to (a) hold the diploma certifying graduation; (b) complete board exam certification; and (c) any registration changes (adds, drops, etc.).

For students registering during add/drop: payment is due in full at the time of registration. Failure to satisfy the tuition balance will result in being dropped from the registration due to non-payment.

DISPUTING YOUR LATE FEE

All students must submit their request for an appeal to the Office of Student Financial Services no later than thirty (30) calendar days after receiving the late fee. Appeals will not be considered after this time. Students may only appeal a late fee once per semester, and all decisions made by the Office of Student Financial Services are final.

Please note: An appeal does not guarantee that partial or full waiver for the late fee will occur. Once you decide to appeal your late fee, you **MUST** complete the following steps:

STEP 1: Fully Pay or Cover Student Account Balance

Before any appeal can be considered, the account balance **MUST** be paid in full. This payment amount includes the late fee.

STEP 2: Contact the Office of Student Financial Services. Additional paperwork may be required and your financial counselor can advise you on the next steps.

APPLYING FINANCIAL AID TO YOUR STUDENT ACCOUNT

If the student and parents submit all the necessary information, financial aid will be disbursed (applied) to a student's account at the end of add/drop each semester.

Please Note: Students in a federal work-study position are paid through a weekly paycheck based on hours worked. This funding is not credited to the student's financial account.

TITLE IV AUTHORIZATION FORM

Federal regulations require that the Federal Title IV funds be automatically applied to allowable institutional costs such as tuition, mandatory fees, and on-campus room and board. However, MCPHS University must obtain your written authorization to apply your Title IV financial aid to all other charges appearing on your student account such as parking fees, health insurance, student ID replacement fee, and other miscellaneous charges. Federal Title IV financial aid is also restricted to payment of current semester charges (tuition, fees, on-campus room and board).

EXCESS FUNDS

Students will automatically receive a refund for any excess funds (credit balance) on their student account each semester via direct deposit. Refunds will be available 5–10 business days after the disbursement of funds each semester and following verification of student attendance by the Registrar's Office.

Students should be sure to make arrangements each semester for the purchase of books and payment of rent (if housed off-campus) since refunds are not available during the first few weeks of each academic term.

Student refunds will be issued via direct deposit. All students should complete the online enrollment form through Web Advisor, the Student Service Portal. Refunds generated by a Parent Plus Loan will be issued in the form of a paper check and mailed to the borrower directly. All other refunds that are not direct deposit will be mailed to the permanent home address on file.

DEREGISTRATION HOLD

Students who are now in good financial standing may be subject to a deregistration hold. This hold will prevent a student from viewing semester grades, registration for future terms, participating in add/drop, and attending clinical assignments.

WITHDRAWAL FROM THE UNIVERSITY AND FINANCIAL AID REFUNDS

The following graduated scale of charges for tuition and residence hall fees is used for purposes of determining refunds for students completely withdrawing from the University during the semester. Institutional aid is typically prorated in the same manner:

Period of Attendance	Refund
Add/Drop Period	100%
1st week after the Add/Drop Period	75%
2nd week after the Add/Drop Period	50%
3rd week after the Add/Drop Period	25%
4th week and beyond after the Add/Drop Period	0%

RETURN OF TITLE IV FUNDS

Students withdrawing from the University who are eligible for federal financial aid will have their aid eligibility evaluated using a federal formula. The amount of federal aid that will be received is based on the portion of the semester completed prior to the date of withdrawal. If a student has received more assistance than was earned, the excess funds will be returned to the appropriate federal aid program.

The amount of aid a student is eligible for is based on the percentage of the semester that was completed prior to the initiation of the withdrawal process.

For example:

If 40% of the semester has passed when the withdrawal process is initiated, then 40% of the federal aid originally scheduled for disbursement has been earned. Once a student has exceeded 60% of the semester, a student has earned 100% of the federal aid he or she was eligible to receive.

If the University must return a portion of the funds, the removal of those funds from the student's account will create a balance due, which the student will be required to pay.

If the unearned funds to be returned are loans, the student may repay the amount in accordance with the original terms of the promissory note.

If the student is responsible for returning any federal grant funding, he or she is not required to return the 50% of the amount that was calculated to be refunded. The remaining 50% is a grant overpayment and must be paid directly to the Department of Education. If you have questions about how a withdrawal during the first 60% of the semester may affect your financial aid,

please contact the Office of Student Financial Services.

CONTACT STUDENT FINANCIAL SERVICES

BOSTON CAMPUS

179 Longwood Avenue

Boston, MA 02115

Telephone: 617.732.2864 Fax: 617.732.2082

WORCESTER CAMPUS

19 Foster Street

Worcester, MA 01608

Telephone: 508.373.5648 Fax: 508.890.7987

MANCHESTER CAMPUS

1260 Elm Street

Manchester, NH 03101

Telephone: 603.314.1729 Fax: 603.314.0213

MCPHS University does not discriminate in its policies in regard to recruitment, recruitment advertising, admission, financial assistance, and employment. The University observes all regulations required by Title IV of the Civil Rights Act, Title IX of the 1972 Education Amendments, and Section 504 of the Rehabilitation Act of 1973. The information in the Financial Aid Handbook supplements and does not replace information provided in other materials provided by Student Financial Services and the University. MCPHS University reserves the right to change the policies or information described in the Financial Aid Handbook without prior announcement.

Information updated on 11/1/2024