

# 2009/2010 CONDITIONS OF FINANCIAL AID AWARD AND DISCLOSURE FORM

**\*\*\*\*Please review and complete BOTH sides of this form carefully\*\*\*\***

The granting of any federal or state aid is contingent upon:

- a) Authorization and appropriation of funding for each aid program by federal or state source under existing regulations;
- b) Receipt of anticipated funding level of each program by George Mason University;
- c) Your enrollment in a degree program at the university; and
- d) Minimum enrollment of **at least half time per semester** (6 credits – Undergraduate or 4.5 credits – Graduate)

### Satisfactory Academic Progress:

In addition to university policy published in the catalog, the federal government requires student aid recipients to maintain academic progress as outlined by the student aid office. Academic progress toward your degree will be reviewed each year. For a detailed explanation of the Financial Aid Satisfactory Academic Progress Standards, visit the Financial Aid homepage at [financialaid.gmu.edu](http://financialaid.gmu.edu), in the Glossary section under "S".

### Loan Borrower Responsibilities:

You are expected to fully understand the conditions of your loans, and you may only incur debts commensurate with your ability to repay. **You are responsible for maintaining copies of your loan paperwork as well as retaining the name of your lender or loan servicer and the amount of money borrowed.**

### Tuition Bills and Payment Procedures:

You are responsible for satisfying all financial obligations to the university by the date(s) indicated on your bill. The amount of financial aid accepted and processed will be printed on the bill. If the amount of aid printed on the bill is less than the charges, the difference must be paid by the payment due date printed on the bill. If your processed Free Application for Federal Student Aid (FAFSA) was received in the student aid office after May 1, you should expect to pay 100% of the amount owed by the payment date(s) for these funds to be considered on the bill. **Federal Work Study awards cannot be deducted from your bill.**

### Student/Family Responsibilities:

It is your responsibility to notify the student aid office **in writing** of any changes in your family financial circumstances, anticipated enrollment status, residency, and/or housing status. The student aid office reserves the right to review your aid eligibility and possibly adjust your award.

Should you fully withdraw during the first 60% of a semester, the financial aid office is required by Federal statute to calculate a Return of Title IV Funds, which may result in a balance due to Mason. It is your responsibility to notify the aid office of any total withdrawal, dismissal, or leave of absence. For a detailed explanation of this process, please review the "Frequently Asked Questions" section of our website.

You may not receive a Federal Pell Grant simultaneously from two colleges/universities. You may not receive more than 100% of your scheduled Pell award during the award year. Scholarships and grant awards that are used for incidental expenses, such as room, board, and/or travel are to be reported by you as taxable income. Refer to the IRS *Publication on Scholarships and Fellowships*, for your rights and responsibilities.

It is your responsibility to maintain a current address and phone number with George Mason University. **Change your address by using the Personal Information Section of Mason's Patriot Web ([patriotweb.gmu.edu](http://patriotweb.gmu.edu)).**

### Quality Assurance Verification and Documentation:

Aid is awarded from information supplied on your *Free Application for Federal Student Aid (FAFSA)*. To verify this information, you may be required to submit tax forms, proof of citizenship, bank statements, verification of other family members attending college, and other documents as requested by the student aid office. Noncompliance with the student aid office requests may result in cancellation of your financial aid award.

## I ANTICIPATE MY ENROLLMENT AND HOUSING STATUS EACH SEMESTER AS FOLLOWS:

*(check one option for each semester)*

**HOUSING STATUS:** Campus Residence Hall \_\_\_\_\_ Off-Campus \_\_\_\_\_ Parents/Relatives \_\_\_\_\_

**FALL 2009:** 12+ credits \_\_\_\_\_ 9-11 credits \_\_\_\_\_ 6-8 credits \_\_\_\_\_ 4.5-5 credits \_\_\_\_\_ 1-4 credits \_\_\_\_\_ will not enroll \_\_\_\_\_

**SPRING 2010:** 12+ credits \_\_\_\_\_ 9-11 credits \_\_\_\_\_ 6-8 credits \_\_\_\_\_ 4.5-5 credits \_\_\_\_\_ 1-4 credits \_\_\_\_\_ will not enroll \_\_\_\_\_

\*\* half-time enrollment required for federal loan funds is 6 credits for undergraduate students and 4.5 credits for graduate/professional students\*\*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
G # (ID Number)

**By returning your George Mason University Notice of Award you are certifying that you have read, accept and understand, the conditions upon which your financial aid award is based.**

## DISCLOSURE OF FINANCIAL AID INFORMATION

The Federal Family Educational Rights and Privacy Act of 1974 (FERPA), also known as the Buckley Amendment, prohibits the Office of Student Financial Aid to release any student information without prior written consent of the student. Therefore, if you (student) wish for the Office of Student Financial Aid to discuss your financial aid award and/or status with any person(s) or organization(s), you must complete and return this portion of the *Conditions of Award and Disclosure Form* to our office.

### Student's Authorization to Release Financial Aid Information

I, (print name) \_\_\_\_\_, authorize the Office of Student Financial Aid at George Mason University to disclose information regarding my financial aid award and/or status to the following person(s) and/or organization(s):

Person/Organization Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I understand that this disclosure of information will be in effect until I provide a written statement revoking authorization, or I cease to be a student at George Mason University. I also understand that a signed and dated statement must be submitted to the Office of Student Financial Aid for this release of information to be terminated for any party or parties previously authorized.

I do not authorize disclosure of information concerning my award to any other individual or organization.

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*G# (student ID)*

Return one completed copy of the **Notice of Award** and one completed copy of this **Conditions of Award and Disclosure Form** to our office within four weeks of the date printed on your award letter. Other copies should be retained for your records. **Your signature, (on both sides of this form), certifies that you have reviewed all information sent to you.**