Important Information for All Students

One of the most important first steps in determining how to pay for college is your financial aid award. This guide is designed to assist you with reading and understanding the financial aid award you received from Clark University. It is also helpful, as a resource, when determining how to find answers to many of your financial questions about Clark.

Who To Contact

OFFICE OF FINANCIAL ASSISTANCE
The Office of Financial Assistance is available to answer your questions about need-based financial aid, as well as alternative methods of financing expenses associated with attending Clark. If you have questions about the enclosed financial aid award, financing options, or work-study, contact the Office of Financial Assistance at 508-793-7478 or e-mail finaid@clarku.edu.

STUDENT ACCOUNTS OFFICE
In addition, the Student Accounts Office will help determine how much your Clark education will cost, assist with setting up a tuition payment plan, and answer questions related to your bill. If you have questions about your bill or tuition payment plan, contact Office of Student Accounts at 508-421-3801 or e-mail saccounts@clarku.edu.

RESIDENTIAL LIFE AND HOUSING
Since preferences and needs for housing are as individual as each student and family, you may have questions about housing costs associated with attending Clark University. For questions about the costs of campus living, contact the Office of Residential Life and Housing at 508-793-7453.
How Your Award Was Determined
The majority of financial aid awards made by Clark University are based upon “demonstrated financial need.” Student “need” is the difference between the average cost of attending Clark University minus your and your family’s ability to contribute toward these costs, as calculated from information you provided on your financial aid application materials.

The estimated “Cost of Attendance” combines the average cost of tuition, room and board (or other living expenses), fees, books and supplies, transportation costs, and personal expenses for an average student during his/her period of enrollment (see page 4).

Calculation of your and your family’s ability to contribute is governed by criteria established by the federal government and the policies of the Clark University Office of Financial Assistance.

Need-based financial aid awards come in two forms: “Grant” aid and “Self-help” aid. “Grant” aid is funded by Clark University, the state and/or federal government, and/or other private sources; it does not have to be repaid. “Self-help” aid combines loans and work-study, which the student must repay (loans) or earn (work).

How To Accept Your Award

FIRST TIME RECIPIENTS
1. Sign and return the enclosed Award Acceptance Agreement, indicating you accept the aid offered. If you wish to decline any aid offered, indicate this on the appropriate section of the form. Your Financial Aid Award cannot be disbursed to your student account until this agreement is returned to our office.

2. Review your financial aid award letter to be sure no additional documentation is necessary to process your award.

Clark University reserves the right to review all documentation and make any necessary adjustments based on that documentation.

RENEWAL RECIPIENTS
1. Renewal recipients are not required to formally accept their awards. It is assumed that, unless you notify us in writing, you accept all awards offered to you.

2. Renewal applicants who are offered a Federal Direct Stafford Loan as part of their financial aid package will have a loan automatically processed through the William D. Ford Direct Loan program.

ALL STUDENTS
All students are responsible for becoming familiar with the “Policies & General Guidelines of Aid” (see page 6). Accepting your offer of financial aid indicates that you understand and agree to these provisions.

How to Determine Your Bill
You can estimate the amount you will owe for the 2017–2018 academic year by adding the “Billed Charges” you expect to be charged by Clark University and subtracting the amount of grants and loans you have been awarded by the Office of Financial Assistance. Do NOT subtract any offer of work-study since it must be earned and cannot be used to reduce “Billed Charges.” Work-study is paid directly to the student for the hours worked, and can be used for personal expenses or saved for future billed charges.

\[
\text{Billed Charges} = \text{(see Estimated Expenses on page 4)} + \text{Other Fees (that apply to you)} - \text{Financial Aid (from award letter, except Federal Work-Study)}
\]

\[= \text{ESTIMATED “Out-of-Pocket” Expenses for one year}\]

This should give you a general idea of how much it will cost to attend Clark University next year. For a list of comprehensive fees, please contact the Student Accounts Office at the number listed on page 1.
Estimated 2017–2018 Expenses

UNDERGRADUATE STUDENTS

<table>
<thead>
<tr>
<th>Billed Charges</th>
<th>Resident</th>
<th>Commuter</th>
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</thead>
<tbody>
<tr>
<td>Tuition</td>
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<td>$44,100</td>
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<tr>
<td>Standard Fees</td>
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<td>$350</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>$8,860</td>
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</table>

Other Fees

<table>
<thead>
<tr>
<th></th>
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<th>Commuter</th>
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</thead>
<tbody>
<tr>
<td>Health Insurance</td>
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<td>$1,679*</td>
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<tr>
<td>Contingency Fee</td>
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<td>$50**</td>
</tr>
<tr>
<td>Orientation Fee</td>
<td>$200**</td>
<td>$200**</td>
</tr>
</tbody>
</table>

*Fall semester only
**Mandatory one-time fees for new students

Estimated Additional Expenses

<table>
<thead>
<tr>
<th></th>
<th>Resident</th>
<th>Commuter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books &amp; Supplies</td>
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<td>$800</td>
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<tr>
<td>Travel Expenses</td>
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<tr>
<td>Personal Expenses</td>
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<td>$700</td>
</tr>
<tr>
<td>Commuter Expenses</td>
<td>–</td>
<td>$2,500</td>
</tr>
</tbody>
</table>

BILLED CHARGES

All students in the undergraduate program will be billed for one half of these expenses before the beginning of each semester. Payment for the fall semester is generally due in July, with payment for the spring semester due in December. Students must have satisfied payment with the Student Accounts Office prior to the beginning of each semester.

OTHER FEES

Students who meet required coverage levels through health plans carried by their parents or themselves may waive medical insurance. If you want to waive this charge, you will be asked to submit a waiver electronically on the Clark University Health Services website. Failure to officially waive health insurance will result in automatic charges for insurance on your Clark bill.

All new students will be charged both a contingency deposit fee and an orientation fee. These fees are charged in the first semester only.

ADDITIONAL EXPENSES

This is our best estimate of the additional costs a student will have while enrolled as an undergraduate.

It is a moderate estimate; some students will spend more and some will spend less. Commuter expenses represent an average of the expenses a student will have to pay out of pocket or for living at home. These are not billed charges.

Any changes to your residency status may have an impact on your financial aid award. You should check with the Office of Financial Assistance to discuss any potential adjustment to your award.

What to Do if You Receive Outside Scholarships

Any assistance received from outside sources other than Clark University must be reported to the Office of Financial Assistance. These awards may affect your Clark University financial aid package.

Clark’s policy for these adjustments is as follows: For scholarships derived from meritorious sources that are in recognition of a particular achievement of the student, unmet institutional need will be filled first. Any remaining scholarship will reduce loan, then work-study. If there is additional remaining scholarship, it will reduce the Clark grant dollar for dollar.

Private grants/scholarships derived from non-meritorious sources (state or federal grants grants) will reduce the Clark grant dollar for dollar.

Tuition benefit/remission based on a parent’s employment will reduce the Clark grant dollar for dollar.

How to Renew Your Financial Aid

Financial aid is awarded one academic year at a time. You must re-apply for need-based financial aid each year. Changes in your family circumstances, such as number of family members in the household, number of siblings attending undergraduate college on at least a half-time basis, and changes in family income will affect financial need and eligibility for aid. As long as these variables remain the same you may expect your financial assistance to remain approximately the same from year to year. Clark University does not count siblings enrolled in graduate school in the number enrolled in college when considering eligibility for institutional need-based financial aid.

Students are limited to eight semesters of institutional (Clark) financial aid, unless otherwise approved by the director. Appeals should be addressed to the Director of Financial Assistance.


Policies And General Guidelines

How Aid Is Credited
All aid is first credited towards billed charges, regardless of its source of origination (except work-study). Aid is credited one half for each semester. Credit-based loans are applied to your student account once approved and the funds are received from the lender.

Validation/Verification
All aid is subject to review, adjustment, or cancellation after receipt of supporting documentation and tax documentation.

When To Notify Us
Each aid recipient is responsible for notifying the Office of Financial Assistance in writing of:
• Changes in anticipated enrollment
• Changes in family financial circumstance as reported on the FAFSA/CSS PROFILE®
• Receipt of outside aid/scholarship(s)

Name and Address Changes
Each recipient must inform the Registrar’s Office, in writing, of any name and/or address changes.

Eligibility Criteria
Assumptions are made that recipients will meet all tests of eligibility established by the federal government and Clark University. If, at any time, the student ceases to be eligible, awards will be canceled. Our assumption is that each student meets all of the following criteria:
• Is accepted to and enrolled/will enroll in a degree program at Clark University
• Is a citizen or eligible non-citizen
• Maintains at least half-time status (with the exception of Federal Pell Grant recipients — awarded less than half-time)
• Maintains Satisfactory Academic Progress as defined by the University
• Remains free from default on any previous student loan or refund obligation
• Is eligible in terms of computed need
• Stays in compliance with Selective Service registration requirements

Types of Awards

NOTE: All Clark assistance, both merit- and need-based, is applied to the cost of tuition only. If you receive funding from an additional resource exceeding the cost of tuition, your Clark award will be adjusted accordingly. Please note that students not receiving merit-based awards upon admission are not eligible to receive merit awards as upperclassmen.

Clark University Grant — These grants are awarded to students enrolling at the University who demonstrate financial need and meet the eligibility requirements set by the Office of Financial Assistance. This need-based award program is funded by the University with the support provided through endowed funds established by Clark’s alumni, parents, and friends. A representative from Clark’s Stewardship Office may contact you at a later date regarding the specifics of how your award was funded.

Jonas Clark Scholarships — These scholarships are awarded by the Admissions Office to new students enrolling at the University who demonstrate great potential for success at Clark University. This award was established in recognition of Jonas Clark, who founded Clark University. The award will be applied to the cost of tuition and is renewable for all four years of study if the student meets the academic renewal criteria.

Traina Scholarships — These are Clark’s top-level scholarships, awarded to students who, based on their academic records, have demonstrated the highest levels of achievement. The Traina Scholarship was made possible through a donation in honor of the late Richard P. Traina, who served as president of the University from 1984 until 2000. The award is applied to the cost of tuition and is renewable for remaining three years of study if the student meets the academic renewal criteria.

Achievement Scholarships — Achievement Scholarships are awarded to incoming students based on academic criteria. Students are automatically considered for Achievement Scholarships as part of the admission process. The scholarship is renewable for up to three years, as long as the student maintains certain academic standards.
**International Scholarships/Grants** — A limited number of International Scholarships/Grants are awarded each year. Awarding takes place during the admission process and receipt of these scholarships is based on academic performance and/or financial need. The terms of the initial scholarship/grant offered will remain constant for all four years, and cannot be increased. Students are required to file the CSS International profile to apply for need-based grants.

**Global Scholarships** — A limited number of these scholarships are awarded to first-year students who have demonstrated potential to provide leadership in their community and the world. Clark invites applications from students who are not permanent residents or citizens of the United States, as well as U.S. citizens/permanent residents who reside overseas and complete their entire secondary education outside the U.S.

**Federal Pell Grants** — Eligibility for Pell Grants is determined by the U.S. Department of Education. The amount of the grant is based on the number of courses for which the student will register and the calculated Expected Family Contribution (EFC).

**Federal Supplemental Educational Opportunity Grants (FSEOG)** — This federal program provides grant assistance to students who have demonstrated exceptional financial need. Priority is given to Federal Pell Grant-eligible students.

**State Scholarships** — These are awarded directly by the states of legal residence to eligible full-time students pursuing their first bachelor’s degrees. Students will be notified of their eligibility directly by their states (please see “What to do if you receive a scholarship or benefit other than from Clark,” page 5).

**Gilbert Grants** — These are funds allocated by the Commonwealth of Massachusetts to Clark University for distribution to eligible, full-time undergraduate students who are permanent residents of Massachusetts.

**Federal Work-Study Program (FWSP)** — Work-study offers students the opportunity to earn part of their college expenses through part-time employment. Earnings through FWSP are taxable income, and therefore must be reported as income on the student’s tax return. Eligible students are employed on campus or at nearby off-campus sites.

It is important to note that an offer of FWSP is not a guarantee of that amount, but rather a limit of potential earnings. Although we hope each student awarded federal work-study will be able to work, we cannot guarantee the student will earn the full amount of his/her award; nor can we guarantee employment. A student receives a paycheck for actual hours worked; this can be used for personal expenses, books and supplies, or saved for future billed charges. The FWS award is not deducted from the bill.

**Federal Perkins Loans** — This is a low-interest federal loan program administered by Clark University. Since funds are limited, preference is given to undergraduate students who demonstrate a high level of financial need. Repayment of this loan begins nine months after the borrower graduates or ceases to be enrolled at least half-time. The interest rate during repayment is fixed at 5 percent. The program offers several cancellation and/or deferment provisions for students meeting certain criteria.

**Massachusetts No-Interest Loan** — Undergraduate students who are residents of Massachusetts are eligible for this loan, which is offered by the Commonwealth through Clark University. Recipients must meet all established eligibility criteria. No interest accrues on this loan, which goes into repayment six months after the student graduates or drops below half-time enrollment.

**FEDERAL DIRECT STAFFORD LOANS:**

**Subsidized** — By recommending a subsidized Federal Direct Stafford Loan, Clark University has determined that you are eligible to receive up to this maximum amount. The interest is subsidized (paid for you while you are in school) by the federal government. You will assume repayment of your loan six months after you cease to be enrolled at least half-time.

**Unsubsidized** — The unsubsidized Federal Stafford Loan is very similar to the subsidized loan except that the federal government does not pay the interest on the unsubsidized portion of the loan while you are in school. This means that you will be responsible for those interest payments. You can choose to either make the interest payments while you are in school or allow the interest to accrue and be capitalized prior to repayment. Principal repayment does not begin until six months after you leave school or drop to less than half-time enrollment.
The recommended loan on your award letter represents the maximum amount you may borrow for the year. However, you should not borrow more than you need or will be able to repay. Eligible undergraduates may borrow up to $3,500 as first-year student, $4,500 as a sophomore, and $5,500 as a junior or senior. The College Cost Reduction and Access Act of 2007 extended the Stafford Loan limits so that all students can borrow up to an additional $2,000 in an unsubsidized Stafford Loan. First-time borrowers through the Federal Direct Stafford Loan Program are required to complete Entrance Counseling and a Master Promissory Note. Students will be notified over the summer about these requirements.

**Satisfactory Academic Progress**

Students receiving financial aid of any type (including parent loans and most private education loans) are expected to remain in good academic standing and are required to make “satisfactory academic progress” toward their degree. Satisfactory Academic Progress is defined by regulations of the U.S. Department of Education as “proceeding in a positive manner toward fulfilling degree requirements.” This is differentiated from “Academic Standing,” which refers to students whom the institution allows to continue to enroll.

Full-time bachelor’s degree candidates must maintain a 2.0 cumulative grade-point average each year. In addition, students must successfully complete at least five courses their first year; six courses their second year; and seven courses each year thereafter. Full-time undergraduate students receiving financial aid have a maximum of six years to complete a 4-year degree program. These requirements are prorated for students enrolled at less than full-time and students attending less than a full academic year. Evaluation of Satisfactory Academic Progress is made each year, following two consecutive terms of enrollment.

When reviewing a student’s record to measure Satisfactory Academic Progress, withdrawal from a course and courses not completed are counted in the number of courses attempted by the student. Only one repeat course can be funded with Title IV aid if the student has previously passed the repeated course. Transfer units accepted and counted toward a Clark University degree are counted in the number of units attempted and earned.

A student who is not meeting the requirements of Satisfactory Academic Progress is no longer eligible for financial assistance through either federal, state or institutional funds. Additionally, a private education loan cannot be certified if satisfactory progress is a requirement for certification.

A student will be notified in writing regarding his/her status, which may be appealed. All appeals must be submitted in writing to the Director of Financial Assistance and must include the reason for the appeal, citing specific circumstances such as a death in the family, an injury or illness of the student, or other special circumstances that prevented the student from making Satisfactory Academic Progress. The student must explain how and when he/she expects to meet the requirements for Satisfactory Progress, as well as what has changed that will allow the student to meet the requirements.

If it is determined the student should be able to meet those requirements by the end of the next semester, the student will be placed on Financial Aid Probation for one semester, during which the student is still eligible to receive financial assistance. If it is determined the student would need more than one semester to meet the requirements, the student may be placed on Financial Aid Probation with an academic plan, also still eligible to receive financial assistance.

The Academic Plan must be constructed by the student in conjunction with an academic adviser. In both instances — Financial Aid Probation or Financial Aid Probation with an Academic Plan — the student’s academic record is reviewed at the end of the subsequent semester to see if the student is meeting the requirements of Satisfactory Academic Progress or is on schedule for meeting those requirements following the Academic Plan.

When the student’s academic record is reviewed it will be determined if the student is now meeting the requirements for Satisfactory Academic Progress; can continue on financial assistance for another semester based on the academic
Return of Title IV Funds (federal and some state financial aid): Title IV fund rules assume that a student earns his/her aid based on the period of time he or she remains enrolled for the term. Unearned aid, other than work-study, must be returned to the U.S. Department of Education up until the 60% point in the term, when the student is considered to have earned all of his or her aid.

Return of Institutional Financial Aid: Students are allowed to retain institutional (Clark grants and scholarships, including academic scholarships) financial aid at the same rate that the credit to tuition (refund) policy is calculated. That is to say, students leaving or withdrawing in the first tenth of a semester have earned 10 percent of their institutional financial aid; students leaving or withdrawing in the first quarter are allowed to retain 50 percent of their financial aid; students withdrawing during the second quarter may retain 75 percent of their aid; and students leaving or withdrawing after the second quarter may retain all of their Clark financial aid. (This policy is subject to change at the discretion of the University).

The amount of prorated financial aid applied to the bill may not cover all charges incurred during the period the student was enrolled. The student will be responsible for any remaining outstanding balance on their student account.

Change in Family Circumstances
If there has been a significant change in your family’s financial circumstances since the date you completed your financial aid applications, you may request a second review of your financial aid offer. Significant changes may include recent job loss or significant out-of-pocket medical expenses. You should contact your financial aid counselor by phone or email to explain your circumstances; additional documentation may be requested. However, you should be prepared to make your decision about attending Clark based on your most recent offer of financial assistance.
Additional Resources

Students will be billed for one half of the annual charges prior to each semester and will be expected to pay these charges, less grants and loans awarded as financial aid, before the start of the semester. Clark University offers a variety of payment options for the outstanding charges.

Interest-Free Monthly Payment Option

Clark University offers a monthly payment plan to undergraduate students through Tuition Management Systems. This plan enables students and families to pay all or part of their annual charges in monthly installments without interest charges. The only additional charge is an annual application fee ($60). This plan, which may be used to supplement all other forms of financial aid such as grants, loans, and scholarships, requires families to begin payment June 1; it is important to investigate these options early. For additional information about the monthly payment option or to apply, visit afford.com or call 888-216-4258.

Federal Direct Parent Plus Loan

In addition to your financial aid award, your parents may be eligible to borrow the total cost of attending Clark University, less any financial aid awarded. A parent borrower must pass a PLUS LOAN credit check and must not have adverse credit history.

Part-Time Employment

Students who did not apply for or did not receive Federal Work-Study may still be eligible to obtain on-campus employment with the assistance of Clark University. The LEEP Center manages all student employment opportunities through the Clark Recruiter database. Inquiries can be directed to leepcenter@clarku.edu.

This award guide and all the information it contains can also be found on our website at clarku.edu/financial-aid.