

# Marylhurst University Award Letter Information Form: What Happens Next?

## Most Common Financial Aid Questions

### **\$ Now that I've received my award letter, what do I do next?**

You do not need to return the award letter. Please refer to the Financial Aid Award Checklist to determine if there is anything you need to do to secure the aid funds. In order for aid to disburse to your student account, you must be registered for the number of credits your aid is based on (will be indicated on award letter).

### **\$ I've been offered student loans as part of my award. Do I have to do anything to get the loan funds?**

To receive student loans, you must always confirm which loan you want to borrow through and the amount you want to borrow. If you have been awarded Federal Stafford or PLUS loans, you must also confirm which lender you want to use. To confirm the loans you want to borrow, you must complete the *Loan Confirmation* form, which is enclosed with your award letter and is available on our Web site.

### **\$ I've been awarded a scholarship and it says I have to submit a thank-you letter and photo for the donor. What is this?**

All scholarship recipients must submit a thank-you letter and photo for the donor. Information on how to write the thank-you letter and who to address the letter to should have been included with your award letter. The scholarship cannot be disbursed to your account until you have submitted the thank-you letter and photo to the Financial Aid Office.

### **\$ How do I know how much it will cost me to attend Marylhurst?**

Enclosed with your award letter is a *Cost of Attendance Worksheet*. The worksheet allows you to calculate your total costs (based on the number of credits you plan to take). First, the worksheet has you list the total aid you have been awarded. Next, the worksheet has you subtract your total aid from your total costs to determine if you will have a balance due with the Student Accounts Office or if you will have a credit refunded to you. If your financial aid is not enough to cover your tuition and fees you should contact the Student Accounts Office for information on payment options for clearing your account at 503.699.6278 or [cashier@marylhurst.edu](mailto:cashier@marylhurst.edu).

### **\$ I want to change the number of credits my aid is based on. How do I do that?**

To request any change to your award, complete the *Request for Revision of Financial Aid* form. This form can be used to revise the number of credits your aid is based on, or to reduce the loans on the award after the loans have previously been requested using the *Loan Confirmation* form.

### **\$ My award letter says I may qualify for federal work-study. How do I find a job on campus?**

Federal work-study jobs are not guaranteed. Departments that have job openings will notify the Financial Aid Office. The Financial Aid Office posts the jobs on our office bulletin board and online at My Marylhurst in the Career Services section. You must first stop by the Financial Aid Office to pick up an application that certifies you are eligible for federal work-study. Once you have completed the application, take it to the department you are interested in interviewing with. If the department hires you, you will take your application to Human Resources. Federal work-study will be added to your financial aid award. The average work-study award is \$1,500 per term.

### **\$ Is there any more money? Is the amount on my award all I can get?**

The Financial Aid Office looks for all the grants and scholarships (free sources of funding) it can. If you have remaining financial need or unmet costs, we will then look for other sources of self-help aid, such as loans and work-study. The amount listed on the award is the maximum that you qualify for based on the information you provided in your financial aid application. If your circumstances change and you would like your aid re-evaluated, please complete the *Request for Re-Evaluation of Financial Need* form, which can be downloaded at our Web site through the "Forms" link.

### **\$ When will I get my money?**

Financial aid will be disbursed to your account as early as the 2nd week of each term. For aid to disburse, you must be registered for the same number of credits that your aid is based on for that specific term. Loans will not disburse until the Financial Aid Office receives the loan funds from the lender. When your aid has been disbursed, and if you have a credit on your account, refunds are issued as early as the Friday of the 3rd full week of classes. You must have a credit on your account by Tuesday afternoon in order to receive a refund check the following Friday. Refund checks are issued every Friday. If you do not pick up the check, the check will be mailed to you.