Reconsider “small” Scholarships

When you look at the thousands of dollars you will probably spend on your education, a “small” scholarship, such as one worth $200, may not seem worth the effort. Yet, if you take the time to fill out the application, and use two hours to complete an essay, then get the scholarship, you have just earned $100 an hour!

Award Package Checklist

- Read the entire Financial Aid Award Package carefully.
- If desired, reduce the amount of any loan award by crossing out the total offer and writing in a lesser amount.
- Report all aid that you receive from other sources that are not listed in the Award Package.
- Return the signed Award Package to the Office of Financial Aid immediately, if changes were made.
- Keep a copy for your records.

The Financial Aid Award Package

A Financial Aid Award Package that lists the amount of aid you are eligible to receive will be mailed to you. Your award may be a combination of scholarships, grants, employment, and loans.

Your Award Package is based on your FAFSA results and on the assumption that you will register full-time. The aid awarded is divided equally between the fall and spring terms. If your enrollment is less than full time, your award is adjusted based on your enrollment status for each term.

Completing the Financial Aid Award Package

Review your award package for accuracy. Make sure your name, address and student ID number are correct. If you are aware of additional aid you will receive, please list that amount and the source in the space provided and mail a copy back to the Office of Financial Aid. If you have no changes or corrections, we will assume you are accepting the funds awarded and you do not have to return a copy. If you do not plan to attend Howard University please notify us immediately.

You can accept aid from one source and not another. Please consider your needs when you accept or decline your awards for the entire year. The loan amount(s) offered in your award package is your maximum annual loan eligibility. You may accept the full amount, reduce the amount, or decline the offer. To reduce the loan amount, cross out the amount listed and write the amount you would like to receive. Loans are disbursed in two equal disbursements, one half of the total amount each term if there is no change in your enrollment status.
Revised Awards

The Office of Financial Aid anticipates that your award will remain as listed in the original award package. However, your aid is estimated in the Award Package. If your circumstances change, your aid amount may be revised. If you (and your family) have special circumstances, such as a significant decrease of income, or unusual nonreimbursed medical expenses, you may have them considered in determining your eligibility for financial aid. Contact the Office of Financial Aid for further information about the special circumstances appeal process. If your financial aid is revised, you may receive a new award package. Your financial aid may be revised if you:

- Attend less than full time
- Do not attend the University for fall and spring terms consecutively
- Receive scholarships, grants, waivers, tuition remission, stipends, fellowships or assistance from other outside sources not listed in your award package
- Receive funds for which you are not eligible
- Document expenses that were not reported on the FAFSA, such as childcare or disability related costs
- Fail to sign your promissory note within five days of receipt
- Are granted a revision to your award package due to special circumstances by the Office of Financial Aid, Scholarships and Student Employment

PROGRAM REQUIREMENTS

Tuition Remission

Most graduate students, who hold assistantship positions of at least 25% of the time, are eligible for tuition benefits. Tuition remission is awarded by the University to reduce the amount of tuition you pay. Tuition remission is credited to your student account. Financial Aid assumes that most graduate students will hold an assistantship and receive tuition remission; thus tuition remission may be included on your award package. However, the estimated tuition remission is not a guarantee that you will receive an assistantship or other academic appointments.

Dependent children of current employees, retirees and deceased employees are eligible for tuition remission.

Full-time members of the faculty and staff of Howard University who have served a minimum of one year continuous service are also entitled to remission of tuition. For further information contact the Office of Human Resources.

Grants, Scholarships and Fellowships

Grant, scholarship, and fellowship funds come from various programs both inside and outside of the University. They may have a variety of requirements not related to financial need. Foundations, Alumni and many University scholarship and fellowship funds are awarded by committees of the University’s schools and colleges in cooperation with Financial Aid. If interested, you should contact your school, college or department office. Full-time enrollment is usually required by agencies that award private scholarships. If you are awarded for less than full-time enrollment, the donor must inform the Office of Financial Aid in writing.
If you are a Financial Aid recipient, you must report to the Office of Financial Aid all scholarship awards that you receive. If you receive a scholarship notice after you have received your award package, add the additional funding in the space provided, sign and return the award package to the Office of Financial Aid immediately. Please advise any organization that offers you a grant or scholarship to:

(1) Make checks payable to Howard University.
(2) Include your name, social security number and your Howard University ID number.
(3) Send the check to the Office of Student Financial Services.

If you receive a check that is payable to you and Howard University, be sure to endorse the check before submitting it.

**Federal Pell Grant**

Federal Pell Grant is a federally funded program for undergraduate students who have not earned a baccalaureate degree. Eligibility is determined by the U.S. Department of Education (ED) based on a standard formula established by Congress. Your Student Aid Report (SAR) will tell you if you are eligible for a Pell Grant. Award amounts vary and are based on financial need and the number of credit hours in which you are enrolled. The maximum amount that can be received for the 2004-2005 award year (July 1, 2004 through June 30, 2005) is $4,050. The awards are disbursed at least once each term. The Office of Financial Aid must receive your FAFSA data by the last day of your enrollment in order for you to be eligible for payment.

**Federal Supplemental Educational Opportunity Grant**

FSEOG is a federally funded program administered by the University to undergraduate students with exceptional financial need. Priority is given to Pell Grant recipients. You can receive from $100 to $4,000 per academic year. There is no guarantee that all eligible students will receive an FSEOG because funds are limited and are awarded based on the availability of funds at the University.