

## 2024-2025 Financial Aid Offer Information

This is **important information** regarding your financial aid offer for the 2024-2025 academic year. Please read the following information carefully before accepting your financial aid award offer. **By accepting the financial aid award offer, you are indicating that you have read and agreed to comply with all the terms and conditions listed below.**

### Financial Aid Award Offer Delivery

Financial aid award notifications are delivered via email after a student has been admitted to The University of Baltimore **and** we have received a valid FAFSA with all required supporting documents.

- Continuing students or new students **who have registered for class(es)** will receive financial aid status updates and award notification in their **student ubalt.edu** email account(s).
- New students **who have not registered for class(es)** will receive financial aid status updates and award notifications in the email account that was provided on the admission application.

### Understanding Your Financial Aid Award

- Your financial aid package was developed according to federal and state regulations, and institutional guidelines. It is important that you educate yourself on each source of funding and your responsibilities, such as repayment for loans, meeting [Satisfactory Academic Progress](#) (SAP) for all aid programs and renewal requirements. Requirements vary for each respective financial aid program. Your financial aid responsibilities may be reviewed on our [Policies and Procedures](#) web page.
- Financial aid award offers for **Undergraduate students and Law Day students** are based on **full-time enrollment** in degree-applicable courses when issued prior to the start of classes. This means that **if you are not enrolled full-time in degree-applicable coursework by the end of the add/drop period**, you may not be eligible for the financial aid awarded, or you may only be eligible for a portion of the award. Please refer to the specific enrollment requirements for each source of financial aid.
- Financial aid award offers for **Graduate and Advanced Professional Degree students** are based on **half-time enrollment** in degree-applicable courses when

issued prior to the start of classes. This means that **if you are not enrolled half-time in degree-applicable coursework by the end of the add/drop period**, you may not be eligible for the financial aid awarded, or you may only be eligible for a portion of the award. Please refer to the specific enrollment requirements for each source of financial aid.

- Financial aid award offers for **Doctorate students** are based on **full-time enrollment (six graduate credits)** in degree-applicable courses when issued prior to the start of classes. This means that **if you are not enrolled full-time in degree-applicable coursework by the end of the add/drop period**, you may not be eligible for the financial aid awarded, or you may only be eligible for a portion of the award. Please refer to the specific enrollment requirements for each source of financial aid.
- Financial aid award offers for **Law Day Part-Time and Law Evening students** are based on **9 credits of anticipated enrollment** in degree-applicable courses when issued prior to the start of classes. This means that **if you are not enrolled half-time in degree-applicable coursework by the end of the add/drop period**, you may not be eligible for the financial aid awarded, or you may only be eligible for a portion of the award. Please refer to the specific enrollment requirements for each source of financial aid.
- One of the components in preparing your financial aid package is determining your [Cost of Attendance](#) (COA). The COA includes tuition and fees, room and board, books and supplies, transportation and other personal expenses.
  - **Computer Allowance:** First-year law students (1L) have a one-time \$1,400 computer allowance added to their Cost of Attendance. Students in all other careers may request a one-time cost of attendance increase during their degree by completing the [Budget Increase Form](#).
  - **Matriculation Fee:** First-year law students (1L) have a one-time \$140 deposit fee added to their Cost of Attendance.
  - **PLUS Loan Fees:** Students receiving a PLUS Loan will receive an increase to their cost of attendance when awarded. The PLUS Loan fee increase is \$325 per term for Graduate PLUS Loans and \$200 per term for Parent PLUS Loans.
  - **Effective for the 2024-2025 academic year**, the FAFSA is no longer providing institutions with the projected housing status, which impacts financial aid offers for the year.

As a result, the University will project student's housing status as listed below and provide a form where students can update us with their housing plans after they receive their offer.

**APD students:** off-campus

**LAW students:** off-campus

**Graduate students:** off-campus

**Undergraduate students:**

- Dependent students-with parents
  - Undergraduate students-off-campus
- **If your Financial Aid Award Offer includes Federal Direct Loans**, note that the gross amounts are listed and that applicable federal loan origination fees will be deducted prior to your disbursement.
  - **Federal Loan Fees for Direct Subsidized Loans and Direct Unsubsidized Loans:**  
On or after Oct. 1, 2020: 1.057%
  - **Federal Loan Fees for Direct PLUS Loans:**  
On or after Oct. 1, 2020: 4.228%
- **If your financial aid offer includes Allowance for Graduate PLUS Loan**, please be aware that the offer is your maximum allowance for the federal Graduate PLUS Loan. If you are interested in this federal student loan, follow the instructions listed under the **Financial Aid Program Terms and Conditions section**.

You are not required to accept this loan and may decline it by following instructions listed in the section titled **Instructions to Make a Decision on your Financial Aid Offer**.

- **If your financial aid offer includes an estimated Maryland State Grant**, please know that this award is not final and is contingent upon confirmation from Maryland Office of Student Financial Assistance (OSFA) which can be accessed from the [Maryland Higher Education Commission](#) (MHEC) website.
- **To be considered for federal, state, and most UBalt financial aid**, you are required to file the [FAFSA](#) each year. Financial assistance is reevaluated independently each year and appropriate increases or decreases in the amount of

assistance offered are made. This reevaluation includes a review of your [Satisfactory Academic Progress](#), your financial need, remaining eligibility and available funds. **Financial Aid awards are not automatically renewed each year.** There is never a guarantee of similar funding levels from one year to the next. You must complete the FAFSA **before June 1 deadline** to be considered for most State of Maryland awards and for priority consideration for University of Baltimore awards.

## **Maintaining Your Eligibility**

**Here is a list of requirements to remain eligible for your financial aid award offer:**

- You must submit all additional information and/or documents requested by the Office of Financial Aid by the requested deadline(s). You will be notified of outstanding requirements via your UBalt email and can also view them on your "To Do List" in the "Student Center" section of your [MyUBalt Portal](#). Submit documents through the [Office of Financial Aid's Secure Upload Service](#).
- You must be enrolled in the required number of degree-applicable credits to receive a disbursement. Note: **For federal loan programs enrollment of at least half-time (6 degree-applicable credits for undergraduate, graduate (masters and certificate programs) and professional programs, and 3 degree-applicable credits for doctorate programs) is required.**
- You must meet [Satisfactory Academic Progress](#) (SAP) standards toward your academic objective in order to continue to receive financial aid. SAP requirements include qualitative measure (grade point average), quantitative measure (pace) and maximum time frame (total allowable credits). Students who do not meet these requirements are subject to financial aid cancellation per the [Satisfactory Academic Progress Policy](#).
- You **must** notify the Office of Financial Aid of **any additional educational resources**, such as scholarships, assistantships, military housing allowances, tuition assistance, etc. If your total aid exceeds your assigned [Cost of Attendance](#) (COA), we are required to reduce university offered aid when notified of additional resources awarded to a student to keep them from being awarded above their COA. Whenever possible, we will adjust loans or federal work-study before adjusting grants or scholarships.
- You must accept, reduce or decline any financial aid awards on your [MyUBalt Portal](#). Go to the "Instructions to Make a Decision on Your Financial Aid Offer" section on this web page for details.

## Instructions to Make a Decision on Your Financial Aid Offer

Please follow the step-by-step instructions below to access your award offer and to accept, reduce or decline all or a portion of the financial aid offered to you:

### **View Your Financial Award:**

1. Log in to your [MyUBalt Portal](#)
2. Click on "My Student Center"
3. In the "Finances" section, select "View Financial Aid"
4. Select Aid Year "2025"
5. Accept or decline financial aid awards that you have been offered
6. Accepted loans may be reduced by entering the amount you want to receive
7. Click the submit button

### **Graduate PLUS Loans**

If you are interested in this federal student loan, you must apply for it at [studentaid.gov](https://studentaid.gov). The application to apply will be available early May 2024. If you are not interested in the loan, you need to decline it by following the steps listed above. **Our office will begin awarding Graduate Plus Loan mid/late June 2024.** Below are the loan periods to apply for during the 2024-2025 academic year:

- 08/2024–05/2025 (Fall 2024 and Spring 2025)
- 08/2024–12/2024 (Fall 2024 only)
- 01/2025–05/2025 (Spring 2025 only)
- 05/2025–08/2025 (Summer 2025 only)

### **Student Employment: Federal Work-Study**

You must apply for a position, get hired and work to receive these funds. The money you earn will be paid directly to you through payroll. For more information, visit our [Work Study](#) web page. Students who enroll in credit hours that are less than what is anticipated to be eligible for financial aid (based on their program of study) must notify the Office of Financial Aid by email at [financialaid@ubalt.edu](mailto:financialaid@ubalt.edu).

## Financial Aid Program Terms and Conditions

You must abide by the terms and conditions of each financial aid program that has been awarded and which you have accepted.

## **Federal Grants**

- **Federal Pell Grant**

Pell Grant recipients are eligible for a maximum award duration of 12 full-time semesters (or the part-time equivalent). To track your lifetime eligibility, log in at [studentaid.gov](https://studentaid.gov). If you have been awarded a Pell Grant, the initial award amount is based on full-time enrollment in degree-applicable coursework and prorated for less than full-time enrollment. However, if you have reached your aggregate limit or are close to the limit, you may not be eligible for a Pell Grant award.

- **Federal Supplemental Education Opportunity Grant (FSEOG)**

Funding for the Federal Supplemental Educational Opportunity Grant is limited and only awarded to undergraduate students who are eligible for a Pell Grant. It is based on the date of their FAFSA submission and offered to those who demonstrate an exceptional need for financial assistance.

## **Institutional Scholarships**

- **Merit-Based Scholarships**

The University of Baltimore awards generous merit scholarships to students through the admission process. Merit-based scholarships only covers tuitions. In order to maintain merit-based scholarships, students must meet all scholarship requirements, including required grade point average (GPA) and course-load. Failure to adhere to scholarship requirements may result in cancellation of a scholarship award.

- **University of Baltimore Foundation Scholarships**

Thanks to generous donations from alumni, donors and friends, the UBalt Foundation offers a significant number of institutional scholarships each year. In order to receive UBalt Foundation scholarship, students must meet all scholarship requirements, including required grade point average (GPA) and course load. Failure to adhere to scholarship requirements may result in cancellation of a scholarship award. Acknowledgement letters are required.

- **Student Employment: Federal Work-Study**

If you have been awarded Federal Work-Study (FWS) funds, the amount of your award reflects the maximum amount you may be eligible to earn. Your FWS award is not counted toward tuition and does not guarantee you a job. You must apply for a position, get hired and work to receive these funds. The money you earn will be paid directly to you through payroll. For more information, visit our [Work Study](#) web page.

## **Federal Loans**

Loans are a major source of funding for many students. However, it is important to keep in mind that every dollar you borrow must be repaid with interest. You must repay your loan, even if you do not complete the education paid for with the loan or are unable to obtain employment in your field of study.

Before accepting a loan award offered to you, be sure to calculate how much you will need to pay for your educational expenses.

- **Federal Direct Subsidized and Unsubsidized Loans**

For a Federal Direct Subsidized Loan, the federal government will pay the interest while you are enrolled at least half-time in degree-applicable coursework, for the first six months after you leave school (referred to as a "grace period"), and while the loan is in deferment (a postponement of loan payments). For a Federal Direct Unsubsidized Loan, you are responsible for paying the interest from the date of disbursement.

- **Federal Direct PLUS Loans**

PLUS Loans are federal loans that creditworthy graduate students and parents of dependent undergraduate students may use to supplement their financial aid package. To apply for a PLUS Loan, graduate students or parents of undergraduate students may complete the PLUS Loan Request Process at [studentaid.gov](https://studentaid.gov).

- **Graduate PLUS Loans**

If your financial aid offer includes Allowance for a Graduate PLUS Loan, please be aware that the offer is to your maximum allowance for the federal Graduate PLUS Loan. If you are interested in this federal student loan, you must apply for it at [studentaid.gov](https://studentaid.gov). If you are not interested in the loan, you need to decline it by following steps in the "**Instructions to Make a Decision on Your Financial Aid Offer**" section.

**If you have been awarded a Federal Direct Loan, such as a Subsidized, Unsubsidized, or a PLUS loan, you must meet the following additional requirements for your loan funds to be credited to your student account:**

- Be enrolled at least half time in degree-applicable coursework. Half-time enrollment is defined as 6 credits per semester for Graduate, Law and Undergraduate students. Half-time enrollment for Doctoral students is defined as 3 credits per semester.
- First-time federal loan borrowers must complete Entrance Counseling, the Direct Loan Master Promissory Note (MPN).

If you are applying for a Direct PLUS as a graduate/professional student or a parent borrower, you will be required to complete and sign a PLUS MPN that is separate from the one used for Direct Subsidized and Unsubsidized Loans. Parents must sign an MPN for each child for whom they are borrowing.

### **Aggregate Loan Limits:**

Aggregate loan limits include annual limits and lifetime aggregate limits. Refer to the [Annual Direct Loan Limits Chart](#) to view these limits.

### **Private Loans:**

Private loans may be an option for students who need to borrow additional funds up to the cost of attendance. Loan approval is based on your credit rating. You may receive more information or apply for a Private Loan by contacting the lender of your choice. The [Office of Financial Aid](#) recommends exploring federal aid options before applying for a private loan. As a general rule, federal student loans offer students more favorable conditions than private loans.

### **? Special Circumstances**

#### **Withdrawing from the University**

- **Refund and Repayment Policy**

Financial aid recipients who withdraw from UBalt for any reason must contact the [Office of Financial Aid](#) to review potential financial aid adjustments and the impact on future financial aid eligibility. You may be required to repay a prorated amount of the funds disbursed to you for any semester from which you withdrew. You will be notified by the Bursar's Office of any balances owed to UBalt.

- **Returning Financial Aid (Return of Title IV Funds)**

Any student who completely withdraws from all courses eligible for Title IV funds within an academic semester, for which financial aid is received or could have been received, may be required to return some or all of the financial aid awarded. Federal Return of Title IV Funds regulations are based on the premise that students "earn" financial aid for each calendar day that they attend classes. Students who complete more than 60 percent of the semester are considered to have earned 100 percent of their financial aid. For more information, read the [Return of Title IV Funds Policy](#).

#### **Special Circumstances/Professional Judgment**

If you or your family encounter unusual circumstances that were not originally reported on the FAFSA (such as loss of employment, the absence or death of an immediate family



member who contributed to your education, etc.), contact the Office of Financial Aid after your FAFSA has been processed and you have received your financial aid offer to discuss additional options.

### **? Repeat Coursework Financial Aid Policy**

Federal and state regulations limit the number of times a student may repeat a course and receive financial aid for that course.

Ineligible repeated courses will be excluded from counting in the student's enrollment for financial aid purposes.

- A student may receive aid when repeating a course that was previously failed (received a failing or unsatisfactory grade), regardless of the number of times the course was attempted and failed providing you meet the Satisfactory Academic Progress standards.
- A student may receive aid to repeat a previously passed course (grade of 'D' or higher) one additional time. Once a student has completed any course twice with a passing grade (grade of 'D-' or higher), he/she is no longer eligible to receive aid for that course.

This rule applies whether or not the student received aid for earlier enrollments in the course.

Important Note: The Office of Financial Aid does not determine if a student may repeat a class, only whether a student may be eligible for financial aid for a repeat class. In addition, every repeated course affects Satisfactory Academic Progress calculations; all repeated courses are counted as attempted credit hours.

[Please see our Repeat Coursework Policy table here.](#)

### **? Disbursements and Refunds**

Financial aid funds cannot be credited to student accounts until student enrollment has been confirmed. Financial Aid disbursements typically occur two weeks after the add/drop period. Please visit the online [Financial Aid Calendar](#) for current updates.

When financial aid and any other payments exceed tuition and other charges on your student account remaining funds will be refunded to you by either:

- **Direct Deposit:** This is a free feature that allows students to receive their refunds in a secure, seamless way. All UBalt students are eligible to enroll in direct deposit students refunds. This service is offered through the UBalt vendor, Cashnet. Enrollment is easy by logging in to your [MyUBalt portal](#). [Find step-by-step instructions here.](#)

For additional information in signing up for direct deposit or tracking your financial aid refund check please visit [Student Refunds](#).

- **Check by Mail:** Students are automatically enrolled in this method and the check will be mailed to you at your local address as listed on your [MyUBalt](#) portal. Your local address can be updated in [MyUBalt](#) and must be current and accurate to ensure delivery of your financial aid refund check. Refunds by check typically take longer than the [Direct Deposit](#) option.

- **Disclaimer**

These Terms and Conditions are subject to change. They have been reviewed prior to the beginning of the 2024-2025 academic year; however, changes in federal, state and institutional regulations and policies may occur. Updates to the Terms and Conditions will be promptly updated. If there are any major changes, students will be notified via UBalt email.

If you need assistance, contact the Office of Financial Aid at the information below.

**Email:** [financialaid@ubalt.edu](mailto:financialaid@ubalt.edu)

Office of Financial Aid  
University of Baltimore  
1420 N. Charles Street  
Academic Center, Room 126  
Baltimore, Maryland 21201

**Phone:** 410.837.4763

**Fax:** 410.837.5493

**Website:** [www.ubalt.edu/financialaid](http://www.ubalt.edu/financialaid)

## **HOURS**

Walk-in Hours: Monday-Thursday 9:00am- 5:00pm

By appointment only: Monday-Thursday 5:00pm-6:00pm

Virtual Office Hours: Friday 8:30am-4:30pm.

To schedule an appointment, please [contact the Office of Financial Aid](#).