STEPS TO COMPLETE IN APPLYING FOR FEDERAL FINANCIAL AID

1. Request a personal identification number (PIN) from the U.S. Department of Education at www.pin.ed.gov
2. Complete the required Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov
   • Have your 2014 tax information available or use the IRS Data Retrieval Tool that allows students to access the IRS tax return information needed to complete the FAFSA by transmitting data directly into their FAFSA.
   • If you are eligible to use the IRS Data Retrieval Tool, we recommend using this tool as it’s the easiest way to ensure your FASFA has accurate information.
   • Coastal Law’s federal code is G33743.
   • For assistance, call 1-800-433-3243 or one of our Financial Aid Counselors
3. If you are selected for VERIFICATION by the Department of Education, you should contact our office for additional information. We will walk you through this process.
4. Coastal Law will begin to process your financial aid once you pay your seat deposit. We will mail you the Coastal Law Financial Aid application and Student Certification Form.
5. Once we receive your Coastal Law Financial Aid application and student certification form, we will mail you an award notice.
6. You have the opportunity to refuse all or part of this award. If you decide you want to reduce/decline the award, you may line through the amount and write in a lesser amount, or you may send an email notification to financialaid@fcsl.edu. If we do not hear from you, we will consider the award as accepted.
7. First time borrowers at Coastal Law are required to complete entrance counseling, which provides repayment information and interest rates. You may complete this process by accessing this link https://studentloans.gov.
8. First time students at Coastal Law must complete an Electronic Master Promissory Note (MPN), which is a contract between you and your lender. You may access the MPN from https://studentloans.gov.
9. If you need additional funding please refer to the section on Graduate PLUS loans.
HOW IS ELIGIBILITY DETERMINED?
• You must be at least half-time to qualify for federal financial aid
• You must be a U.S. Citizen
• Or you must be an eligible noncitizen
• You must have a valid Social Security Number
• You must not be in default of a federal loan. If you are in default or have questions about your previous loan status, you may contact the US Department of Education at 1-800-4FEDED
• Register with Selective Service if you are a male 18-25
• Not exceed the aggregate federal Subsidized/Unsubsidized loan amount of $138,500
• You cannot be incarcerated or have a drug conviction that occurred while you were receiving student loans

Note: When you apply for federal student aid, the information that you report on the FAFSA is used in a formula established by the U.S. Congress. This formula determines your Expected Family Contribution (EFC). We will use the EFC to determine your eligibility.

FEDERAL DIRECT STUDENT LOAN
William D. Ford Federal Direct Loan Program
Florida Coastal School of Law participates in the William D. Ford Direct Loan Program, which has two types of Stafford loans: subsidized and unsubsidized. Subsidized is based on financial need and unsubsidized is awarded not on the basis of need. We will use the EFC to determine your eligibility.

As of July 1, 2012, The Department of Education eliminated the graduate subsidized loan. Graduate students will still have an annual loan limit of $20,500 that will be available as an unsubsidized loan.

The U.S. Department of Education will continue to be the lender of this low-interest loan offered by the federal government.

The interest rate for the unsubsidized loans is a fixed rate of 6.21%. There is a small loan origination fee of 1.073% that the federal government charges for each loan. This fee will be deducted by the Department of Education before the loan funds are sent to the school.

You must be enrolled at least half-time (7 hours fall or spring; 4 hours summer) to participate in this loan program.

The total debt you can have for all outstanding Direct and FFELP Stafford Loans (including prior schools) combined is $138,500 as a graduate student.

The interest rate for the Graduate PLUS is a fixed rate of 7.21%. A 4.292% origination fee is mandated by the federal government. The first payment is due 60 days after the disbursement. The applicant may receive a deferment while enrolled at least half-time. Repayment begins 60 days after graduation, withdrawal or less than half-time enrollment, as there is no grace period. However, you will have the option of requesting a deferment from your lender.

With the Graduate PLUS Loan you may borrow up to your total cost of attendance (including intersetion) minus any other financial assistance.

Example (for illustration purposes only):
Estimated cost of attendance (includes: tuition, room and board, transportation, etc.)

| Full-time student in the Fall 15/Spring 16 semesters | $60,500 |
| Minus Federal Stafford Loans | $20,500 |
| Minus Scholarship | ($10,000) |
| Grad PLUS Loan maximum | $30,000 |
**APPLICATIONS**

**MASTER PROMISSORY NOTE (MPN)**

You will need to complete a separate MPN for the Federal Direct Loan and the Graduate PLUS loans.

You should only apply for a Graduate PLUS loan AFTER receiving your award notice for the Federal Unsubsidized loans.

To apply and complete a promissory note go to [http://studentloans.gov](http://studentloans.gov). Sign in using your SSN and PIN, select Complete MPN and click on the type of loan you would like to receive (i.e., the Subsidized/Unsubsidized and Graduate PLUS).

**FEDERAL WORK-STUDY (FWS)**

FWS is a program that provides funding for a student to work part-time. If you are planning to acquire a FWS position, you should NOT apply for the maximum amount in the Grad PLUS loan.

- Part-time employment (maximum of 20 hours per week) is available as part of the need-based FWS Program.
- You can only work while classes are in session and NOT during semester breaks. Students are not guaranteed employment.
- Students who are interested in working will need to come to the Financial Aid Office to see if they qualify for FWS and review a list of available positions, as students will only be allowed to work one (1) FWS position.
- Students will then be referred to the department for an interview.
- There may be some positions available for community service for local non-profit and community-based organizations. Most community service positions require the student to be at least a second year law student.
- Your award notice will list by semester the maximum amount you are allowed to earn. If you work over the awarded amount, it may affect your eligibility for other aid.
- FWS students will receive a paycheck twice a month for hours worked.

**AWARD NOTICE**

You will receive a Financial Aid Award notice via email listing the following:

- **Cost of Attendance:** Estimated cost of attendance including tuition, fees, books, and living expenses.
- **Your contribution:** Your EFC as calculated by the Department of Education.
- **Your federal financial need:** Cost of attendance minus your contribution.

**PRIVATE ALTERNATIVE LOANS**

Florida Coastal School of Law does NOT recommend private alternative loans, as these loans are offered by private agencies and vary in interest rates and terms. Students must be credit worthy to borrow, and these loans CANNOT be consolidated with Federal loans. If you need additional funding, we strongly encourage you to read the information on the Federal Graduate PLUS Loan Program.
All federal loan proceeds are received via electronic funds transfer (EFT). Before each disbursement is made, the student's eligibility will be reviewed to ensure that he or she remains eligible for the disbursement. If you are receiving financial aid, you must be enrolled at least half-time and adhere to the academic progress as outlined in the student handbook. We normally begin disbursing funds after the first week of class. You should be prepared to cover your expenses, i.e., food, rent, books, transportation, etc., until federal funds are disbursed and applied to your outstanding charges. After your charges have been paid, Coastal Law will refund remaining funds to you. Stipend checks will only be provided to you by direct deposit to your bank account.

RIGHTS & RESPONSIBILITIES
I understand that I have a right to the following:

- Written information on my loan obligations and information on my rights and responsibilities as a borrower before signing a promissory note.
- A disclosure statement before I begin to repay my loan that includes information about interest rates, fees, the balance I owe, and the number of payments.
- Deferment of repayment or forbearance for certain defined periods, if I qualify and if I request a deferment or forbearance.
- Prepay my loan in whole or in part anytime without an early-repayment penalty.
- A copy of my MPN either before or at the time my loan is disbursed.
- Receipt of documentation that my loan(s) is/are paid in full.

YOUR RESPONSIBILITY AS A FINANCIAL AID BORROWER

- Notifying the Financial Aid Office and the Department of Education if you:
  - Plan to drop below half-time status, or
  - Withdraw from school

- If you received federal funds:
  - You must complete exit counseling before you leave school or
  - If you drop below half-time enrollment

- Repaying your loan even if you do not complete:
  - Your academic program
  - Dissatisfied with the education you’d received, or
  - Unable to find employment after you graduate

- Notify the Registrar’s Office and the Financial Aid Office if you change:
  - Your address
  - Your name/while enrolled
  - Transfer to another school, or
  - Fail to enroll or enroll in school for the period for which the loan was intended

- Manage your student loan debt by making monthly payments on your loan, unless you have a deferment or forbearance

- Notify the Department of Education of anything that might alter your eligibility for an existing deferment or forbearance

POLICY FOR RETURN OF TITLE IV AID

For students who receive federal financial aid and who withdraw from all classes on or before 60% of the term has elapsed, Coastal Law will calculate according to federal regulations any amounts disbursed that must be returned to the Title IV programs.

Step 1: Determine the percentage of the enrollment period the student attended before withdrawing (days attended divided by total days in the period).

Step 2: Determine the amount of Title IV aid earned by multiplying the total Title IV aid (other than Federal Work-Study) for which the student was awarded by the percentage of time enrolled.

Step 3: Compare the amount earned to the amount disbursed. If more aid was disbursed than was earned, Coastal Law will determine the amount of Title IV aid that must be returned by subtracting the earned amount from the disbursed amount.

Step 4: Allocate the responsibility for returning unearned aid between the school and the student according to the portion of disbursed aid that could have been used to cover institutional charges and the portion that could have been disbursed directly to the student once the institutional charges were covered.

Step 5: Distribute the unearned funds back to the appropriate Title IV program. Note: You will be billed for any amount due to Coastal Law as a result of the Title IV funds that were returned that would have been used to cover Coastal Law charges.

DISBURSEMENT
LEAVE OF ABSENCE
For federal financial aid purposes, a leave of absence is treated the same as a withdrawal. If you are considering taking a leave of absence, please be aware of the following:

1. In accordance with financial aid regulations, a leave of absence cannot exceed 180 days. If your leave of absence exceeds 180 days, your loan will go into repayment status.
2. You must make a written request to be granted a leave of absence (refer to student handbook).
3. You will be required to complete exit counseling (refer to our website http://www.fcsl.edu/financial-aid).
4. It will be necessary to reapply for loans upon return to school.
5. You must notify the Financial Aid Office upon your return to school.

SECURITY POLICIES AND CRIME STATISTICS
Any situation involving a threat to life or property should be reported to the Security Officers at Coastal Law. Coastal Law encourages all students, members of faculty and staff to be involved in campus crime prevention. Crime statistics information concerns should be addressed to the Director of Security at (904) 680-7777. Crime statistics are also available at www.ope.ed.gov/security.

FLORIDA COASTAL SCHOOL OF LAW SCHOLARSHIPS
Scholarships are awarded on the basis of merit and/or need as determined by the scholarship committee during the fall/spring terms. For more information contact the Admissions Office.

RESPONSIBLE BORROWING
Never borrow more aid than you absolutely need. There are many things you cannot live without, for example: food, shelter, tuition and books. However, it is important to manage the expenses you can control and substitute for less expensive alternatives. Remember every dollar not borrowed is another dollar that does not have to be repaid, with interest.

Upon creation of your budget, if you have more expenses than funds, you need to find areas to cut back. Focus on the things you need, not the things you want.

An important thing to keep in mind is that the funds you’re borrowing for school are educational loans. These funds should be used for school and living expenses, not for luxuries you’ll be able to afford later.

One of the first things you should do before attending Coastal Law is to make a budget. Create a list all of your monthly expenses and compare your list to the funds you have available throughout the semester. If you have never made a budget, you should start by tracking all of your expenses for at least 3 months to get an idea of your average monthly expenses.

Upon creation of your budget, if you have more expenses than funds, you need to find areas to cut back. Focus on the things you need, not the things you want.

Upon creation of your budget, if you have more expenses than funds, you need to find areas to cut back. Focus on the things you need, not the things you want.

Upon creation of your budget, if you have more expenses than funds, you need to find areas to cut back. Focus on the things you need, not the things you want.

Upon creation of your budget, if you have more expenses than funds, you need to find areas to cut back. Focus on the things you need, not the things you want.

REPAYING YOUR LOANS
When you begin repayment, pick the repayment plan that is right for you. Upon leaving school, you will be required to complete the exit counseling, and the federal loan servicer will explain to you the different repayment options.

If for some reason you are having trouble making a payment, do not ignore the loan. You should contact your loan servicer immediately, so that they can assist you. It is important to keep your loans from becoming delinquent as there can be serious consequences affecting your ability to purchase a home, a car and accessing other credit.

Remember, the less you borrow, the less you have to repay!
CONTACT INFORMATION
You may contact the Financial Aid Office should you need assistance. We can be reached at (904) 680-7617, (904) 256-1235 and (904) 256-1137.

Our office hours are:
Monday 8 am - 5 pm
Tuesday 8 am - 5 pm
Wednesday 8 am - 5 pm
Thursday 8 am - 5 pm
Friday 8 am - 5 pm
Extended hours available by appointment.

If you are interested in learning more about financial aid services
Please send an email to financialaid@fcsl.edu or call (904) 680-7617.