

Annual Financial Aid Disclosure 2017-18 Academic Year

The goal of the Concordia University Financial Aid Office is to provide financial assistance to qualified students, while supporting the mission of Concordia University. We strive to provide a high level of professionalism and customer service to our students, other university departments, and the community in general. Please review this annual disclosure of information on financial aid, the institution, and other policies that may impact you as a student.

FINANCIAL ASSISTANCE INFORMATION

Designated Personnel

Concordia University has designated financial aid financial aid specialists to help obtain financial aid and institutional information. Whether you are attending at the Portland campus, online, or at the Law school in Boise, there are staff available to help. The contact information for staff members based on your location is listed on the Concordia University website at: <http://www.cu-portland.edu/financial-aid-staff>

Rights and Responsibilities

Rights

1. You have the right to expect your financial aid eligibility will be determined in an equitable manner consistent with federal regulations and institution policies.
2. If you are eligible for aid, you have the right to be considered for those programs for which you qualify, as long as funding is available.
3. You have the right to receive complete information about how your financial aid eligibility was determined.
4. You have the right to obtain full information about financial aid programs and pertinent regulations, policies and procedures.
5. You have the right to receive information about your debt burden as a result of receiving loans.
6. You have the right to receive information about monthly and total repayment options available as well as debt management strategies.
7. You have the right to expect that your financial records, your parents' financial records and your award information are kept confidential in accordance with the [Family Educational Rights and Privacy Act of 1974 \(FERPA\)](#).
8. You have the right to expect notification of your financial aid offer and any adjustments to it.

Responsibilities

When you accept your financial aid award, you agree to fulfill your obligations as a financial aid recipient.

1. It is your responsibility to report additional resources (such as outside scholarships) and any changes to those resources to Concordia University's Financial Aid Office. If the receipt of additional resources results in an over award (financial aid and resources exceed your need or the cost of attendance), you may be required to pay back a portion of your financial aid received and financial aid for subsequent terms may be reduced.
2. You are responsible for supplying complete and accurate information used to determine your eligibility for aid.
3. You must maintain Satisfactory Academic Progress (SAP). This policy is listed farther below.
4. You must be formally admitted to Concordia University and be admitted and enrolled in a degree or certificate program, or be taking required preparatory coursework for admittance into a degree or certificate program in order to be eligible for financial aid.
5. You must not have borrowed in excess of any federal loan limit.
6. If you withdraw from school, you may be expected to repay a portion of the financial aid disbursed to you after paying tuition and fees (refer to the withdrawal information listed farther below).
7. You are responsible for reporting any change in your enrollment status to the Financial Aid Office as this could impact your financial aid eligibility.
8. When you have signed a promissory note for a loan, you are responsible for informing your loan servicer of changes in your name, address, Social Security Number and graduation date. You must inform your loan servicer if you transfer to another school, withdraw from school or drop below half time in any term.
9. If you are borrowing from the Federal Direct Stafford Loan program for the first time, you must complete a loan counseling and sign a Master Promissory Note at studentloans.gov.
10. If you are awarded Federal Work-Study, it is your responsibility to find and apply for a work-study job. If you accept a Federal Work-Study position, you are expected to perform the work in a satisfactory manner.
11. You must sign a Statement of Educational Purpose (included on the FAFSA) declaring that any aid funds received will be used for expenses related to attendance at Concordia University and that you owe no refund nor are you in default of any aid received for attendance at any institution.

Initial Eligibility

Financial aid eligibility is determined by information provided on your Free Application for Federal Student Aid (FAFSA). The FAFSA must be completed annually for students seeking federal aid each year. In general, to be eligible for federal assistance, a student must:

- Have financial need, except for certain loans.
- Have a high school diploma, General Education Development (GED) certificate, or have graduated from a certified homeschool program.
- Be enrolled as a regular student in an eligible program of study.
- Be a U.S. citizen or eligible noncitizen.

- Have a valid Social Security Number.
- Make satisfactory academic progress.
- Register with the Selective Service, if required.

In order to be eligible for federal financial aid funds, a student must have graduated from an accredited high school, earned a GED or have completed a certified homeschool program. If requested, a student must provide official documentation verifying proof of his/her graduation or completion. These documents must be submitted to and verified by the Concordia University Admissions Office.

To be considered for financial aid for the 2017-18 academic year, a student must submit the 2017-18 FAFSA at www.fafsa.gov. To complete the FAFSA as well as other financial-aid related electronic processes (Loan Counseling, Master Promissory Note), both students and parents of dependent students will need a Federal Student Aid ID (FSA ID). Students and parents can apply for a FSA ID at www.fsaid.ed.gov.

Other Information Affecting Eligibility

Once awarded financial aid, additional factors may impact a student's financial aid award. Factors that may require a change in a student's financial aid award include:

- Financial aid recipients must maintain Satisfactory Academic Progress (SAP).
- If you receive funds from an outside agency (such as a scholarship, or employer reimbursement), you **MUST** make the Office of Financial Aid aware of these funds. The Office of Financial Aid coordinates the funds you receive from all sources and the receipt of such outside funding may impact your eligibility for certain financial aid programs.
- If you have a change in financial or dependency circumstances during the award year, please contact the Office of Financial Aid to determine if you need to update your information.
- The amount of Federal Pell Grant funds a student may receive over his/her lifetime is limited to be the equivalent of six years of Pell Grant funding (based on full-time enrollment). The lifetime limit takes into account all Pell Grant funds received by the student from any college they attended and where they received Pell Grant funds. Once the lifetime limit has been reached, a student will no longer be eligible for federal Pell Grant funds at any institution, regardless of their EFC or credits still needed to complete their program.
- All financial aid programs are subject to change without notice. Major changes may occur between the time this guide was printed and the end of the award year. This can be due to circumstances such as changes in federal or state funding, or regulatory changes which are out of Concordia University's control. Concordia University has the right to revise any financial aid package, which was incorrectly computed. Concordia University reserves the right to make adjustments as a result of changes and new interpretations of federal and state guidelines and regulations. If it is determined that a student fraudulently submitted incorrect data on his/her financial aid application or forms, the situation may be referred to the U.S. Department of Education for investigation and possible prosecution.
- The Concordia University Office of Financial Aid may report any student or individual acting on behalf of the student that has misreported information or altered documentation to fraudulently obtain federal funds. Suspicious activity may be reported and/or documentation provided to the Office of Inspector General with the U.S. Department of Education.

Calculating Your Aid

There is a general formula which the Office of Financial Aid uses to calculate the amount of aid each student qualifies for:

Educational Costs (COA or Cost of Attendance)

- Expected Family Contribution (EFC)

= Need for Financial Aid

Educational costs include an estimated allowance for the cost of tuition, fees, books, supplies, room, board, and transportation during periods in which you are enrolled in classes. Where books are provided, they are not included in the cost of attendance. The EFC is calculated by the U.S. Department of Education using the data you report on the Free Application for Federal Student Aid (FAFSA). The EFC is the amount that a student and his/her family are expected to be able to contribute toward his/her educational expenses. The Office of Financial Aid attempts to help meet a portion of your need for financial aid by packaging (or awarding) aid from different sources. Decisions about which programs are offered may be based on such factors as:

- The number of credit hours taken during the enrollment period
- Family circumstances
- Degree of financial need
- Your student type (graduate or undergraduate)
- Program of study
- Your preferences as to types of assistance
- Availability of funds

Students who have the greatest degree of financial need may receive grants, loans, and work-study (opportunity for employment). Students with lesser degrees of need may only be offered loans and/or work-study. As all financial aid funding is limited and formula-driven, what you perceive as your need for assistance may not be what is offered. The Office of Financial Aid does its best to make available a base of financial aid assistance which will enable you to attend classes leading to your educational goals.

Special Circumstances (Professional Judgment)

There are instances where a student and/or their family's financial situation may not be accurately reflected on the FAFSA. This might be for things like recent job loss, significant medical expenses or similar unusual circumstances. Under some conditions, Concordia University's Office of Financial Aid can make adjustments to either the FAFSA information, or the Cost of Attendance. If you feel you have a special circumstance, contact your financial aid counselor for additional information. If appropriate for consideration, you will be required to complete a form outlining the issues and supply documentation. The decision to approve or not approve a professional judgment is restricted to Concordia's Office of Financial Aid.

Cost of Attendance Budget

Concordia University uses many different Cost of Attendance budgets to represent the estimated education-related expenses that different types of students incur. Some of the variables include the program of student, enrollment load, whether or not you live with a parent, and how many terms you attend. For information on tuition and fees at different enrollment levels, program costs, etc., see the Concordia University website at: <http://www.cu-portland.edu/admission/tuition-fees>

Award amounts are determined using a Cost of Attendance (COA) budget that Concordia establishes including **tuition** based on your enrollment level and program, a **room and board** allowance (even if you don't live on campus, you have living costs associated with attending school), and an allowance for **books and supplies, personal expenses and transportation costs**. Concordia University subtracts the Expected Family Contribution (EFC) as calculated on your Free Application for Federal Student Aid (FAFSA). The difference between these two figures is called "Demonstrated Financial Need." According to institutional awarding policies and funding resources, Concordia University offers the best financial aid "package" it can to meet this difference.

It is important for you to know that the Concordia University Financial Aid Office may revise your financial aid award if any elements of your award or COA budget changes. For example, if the Financial Aid Office prepares an initial award based on your intention for full-time enrollment, they may reduce your award if you subsequently change to part-time enrollment because your tuition will be less for part-time enrollment. You must be enrolled a minimum of 6 credits per term to be eligible for any grants (other than a less than ½ time Pell grant for some students with very low EFC's) and/or scholarships. All undergraduate students must be enrolled a minimum of 6 credits per term to receive any loan eligibility.

For example, a student who is in a Bachelor of Arts program, attending full time for the Fall and Spring terms and is living on campus, would have a 2017-18 Cost of Attendance budget as follows:

\$ 30,270– Tuition and Mandatory Fees

\$ 900 – Books and Supplies

\$ 1,800-Personal expenses

\$ 8,570 – Room and Board

\$ 1,000 – Transportation

\$ 84 - average loan fees

\$ 42,624 – TOTAL Cost of Attendance Budget

Verification

If you have been selected for a process called verification, this means the federal government is requesting that we compare the information you submitted on your FAFSA with specific required documentation you submit to CU's Office of Financial Aid. Our office will be notified from the federal government as to which FAFSA information we are required to verify on your behalf. You will be notified from our office beginning with a missing information email as to which documents are required to be submitted to our office. We may also call you to walk through the process and answer any questions you may have. Students will receive automatic reminders via email until all completed documents have been submitted to the Office of Financial Aid. Dependent students required to report parent information on their FAFSA must provide information for themselves, and their parent(s). Married students are required to provide information about themselves as well as their spouse's information. Any forms we ask you to submit will be sent to you via email, can be picked up in our office or downloaded from the CU website (www.cu-portland.edu/financialaid) on our Financial Aid Menu. You will need to download and print these forms as your actual signature is required. It can be a scanned signature but simply typing your name does not qualify as being signed. Fill them out completely and don't forget your signature and submit them to the Office of Financial Aid at Concordia. The Office of Financial Aid will verify the accuracy of the completed FAFSA with the required documentation, and if there are any differences CU will submit corrections back into the federal processor and the student will receive an updated FAFSA reflecting the corrections. Below are the following items that the university may be required to verify, this list is not all inclusive, as CU must resolve any conflicting information:

- Adjusted gross income (AGI)
- U.S. income tax paid
- Education credits
- Untaxed portions of IRA distributions
- Untaxed portions of pensions
- IRA deductions and payments
- Tax exempt interest income
- Income earned from work
- Number of household members
- Number in college
- Supplemental Nutrition Assistance Program (SNAP, formerly food stamps)
- Child support paid
- High school completion status
- Identity/statement of educational purpose
- Other untaxed income:
 - Payments to tax-deferred pension and savings
 - Child support received
 - Housing, food and other living allowances paid to members of the military, clergy and others
 - Veterans non-education benefits
 - Other untaxed income
 - Money received or paid on the student's behalf
- For 2016 federal tax filers, we recommended that you utilize the IRS Data Retrieval Tool (DRT) process within your FAFSA on the Web while it was still an option. If you were unable to utilize the IRS DRT, you may obtain a copy of your 2016 IRS Tax Return Transcript by requesting it be sent to you from the IRS website (www.irs.gov). Another method to obtain your IRS Tax Return Transcript is to call the IRS toll free at 1-800-908-9946 to order one to be mailed to you. Individuals who filed or will file a 2016 income tax return with Puerto Rico, another U.S. territory (e.g. Guam, American Samoa, the U.S. Virgin Islands, the Northern Marianas Islands), or with a foreign country, must provide a signed copy of that 2016 income tax return(s) and convert monetary amounts into U.S. dollars as appropriate.

For 2016 nonfederal tax filers and 2016 federal tax filers that have earned income, we are required to collect copies of your 2016 W-2 Statements. If the student is married, we also must collect 2016 W-2 Statements for your spouse, or if you are Dependent on your FAFSA, we must collect 2016 W-2 Statements for your parent(s). If you have misplaced your 2016 W-2 Statements, you can obtain a PDF of your Wage and Income Transcript from the IRS at <http://www.irs.gov/transcript>. Federal tax filers that have business income may have to submit a copy of their 2016 Schedule C. Federal tax filers that have a Schedule K-1 may have to submit a copy of their 2016 IRS Form 1065. **You may also be asked to provide proof of non-filing status which can be requested from the IRS in the same manner as a tax transcript.**

Verification Changes

The Office of Financial Aid is required to make corrections to inaccurate information discovered through the Verification process and to use the verified information in determining a student's eligibility for financial aid. Corrections will be electronically submitted to the federal processor by CU on the student's behalf, and the student will receive an updated FAFSA. Corrections to a student's aid application may cause a change in eligibility and result in a revised award notification.

Timeframes

Students are to submit their Verification documents into the Office of Financial Aid. Offers of financial aid will not be completed nor will any funds be disbursed to your student account if verification is required but incomplete. For incoming students, you may be provided an initial offer of financial aid prior to verification being completed but your offer is not considered official, nor will funds be disbursed to your student account until verification is completed. Failure to complete verification may also result in the cancellation of all or a portion of your financial aid. Students that are awarded Federal Work Study are not permitted to begin working on campus until verification has been completed.

Victims of Identity Theft

For a 2016 federal tax filer who is a victim of identity theft, alternate federal tax documents will be required. When the IRS determines a tax filer has been a victim of identity theft the tax filer will be unable to use the IRS DRT or obtain a tax return transcript until the matter has been resolved with the IRS.

Victims of identity theft who cannot get a return transcript or use the DRT, submit a Tax Return DataBase View (TRDBV) transcript as well as a statement they have signed and dated indicating that they were victims of tax-related identity theft and that the IRS has been made aware of it. They do this by calling the IRS's Identity Protection Specialized Unit (IPSU) at 800-908-4490. After the IPSU authenticates the tax filer's identity, she can ask the IRS to mail her the TRDBV transcript, which is an alternate paper transcript that will look different than a regular transcript but that is official and can be used for verification.

You may submit the requested forms in one of the following ways:

Mail to:

Concordia University Office of Financial Aid
2811 NE Holman Street
Portland, OR 97211
FAX to 503-280-8661

Questions? E-mail Financial Aid at: finaid@cu-portland.edu or call 503.280.8514

Types of Financial Aid Available

Federal Aid

Need-Based Aid

Based on a student's Expected Family Contribution (EFC) for the FAFSA, or the difference between the cost of attendance and the EFC.

Federal Pell Grant

Federal Supplemental Educational Opportunity Grant

Federal Work Study

William D. Ford Subsidized Federal Direct Student Loan

Non-Need-Based Aid

Funds that are not based on a student's need. Students still need to complete the FAFSA to be considered for these federal funds.

**William D. Ford Unsubsidized Federal Direct Student Loan
Federal Parent Loan for Undergraduate Students**

Federal Pell Grant (PELL)

The Federal Pell Grant is usually awarded only to undergraduate students who have not earned a bachelor's or a professional degree, who have a low family contribution, and who meet other eligibility requirements for federal aid (not in default on federal loans, doesn't owe a repayment on federal aid, etc..) Amounts can change yearly. For the 2017-18 award year (July 1, 2017, to June 30, 2018), the maximum award is \$5,920. The amount you get, though, will depend on:

- your financial need,
- your cost of attendance,
- your status as a full-time or part-time student, and
- your plans to attend school for a full academic year or less.

You may not receive Federal Pell Grant funds from more than one school at a time. The Federal Pell Grant has a maximum lifetime limit of 150% of program, or approximately 6 full time years for a 4 year program.

Federal Supplemental Education Opportunity Grant (FSEOG)

This federal grant is limited and offered to traditional undergraduate students with exceptional financial need. Funding is very limited for this program. Typical awards range from \$500 to \$1500. Generally, this fund is not renewable due to the limited funding level.

Federal Work-Study (FWS)

Federal Work-Study is part-time employment on-campus. The Office of Financial Aid determines how many dollars a student may earn through this program per academic year, generally capped at \$5500. It is a need-based program, so students must have financial need as determined by the FAFSA to qualify for Federal Work-Study. Once eligibility has been determined and a student's financial aid award has been packaged, the student can search for a job and apply for an open position through the Human Resources Office. No guarantee of employment is made, even when funds are offered through this program. If Federal Work-Study is offered, it is up to the student to apply for available positions. However, if Federal Work Study is offered as part of your Financial Aid Package, you are not obligated to accept this form of assistance.

You may already have a job, or find that you prefer to use your non-classroom time for studying or other responsibilities. Students earn minimum wage for the hours they work. Students are usually limited to working no more than 20 hours per week during the regular school year but may be able to work more during approved vacation periods, providing both funding and work are available. The hours available will vary, depending on the individual departmental needs and the University's budgetary restrictions.

Students must take at least 6 credit hours in the semester in which they wish to work (3 for graduate students). Students are not eligible to work if they drop below these minimum required enrollment levels. You are expected to work during those hours agreed upon with the employer. Failure to abide by work policies set by your employer and the college may result in the loss of your Federal Work Study job. The Concordia University Payroll Office prepares and distributes paychecks on a monthly basis to students employed on campus through the College

Work-Study programs. Direct deposit of Federal Work Study earnings is available through the Concordia University Payroll Office, if desired. The student and their supervisor are responsible for keeping track of the student's total Federal Work Study earnings so as to make sure that earnings do not exceed the amount awarded

Federal Direct Stafford Loans

The Direct Stafford Loans are made up of 2 types; Subsidized and Unsubsidized. Students qualify depending on need and other criteria outlined below. That annual loan limits are as follows:

Annual Loan Limits:

Student status (Dependent or Independent) as defined by the FAFSA	Dependent Students*	Independent Students
Freshmen (0-29 earned credits)	\$5,500 (no more than \$3500 in Subsidized Loan)	\$9,500 (no more than \$3500 in Subsidized Loan)
Sophomore (30-59 earned credits)	\$6,500 (no more than \$4500 in Subsidized Loan)	\$10,500 (no more than \$4500 in Subsidized Loan)
Junior (60-89 earned credits)	\$7,500 (no more than \$5500 in Subsidized Loan)	\$12,500 (no more than \$5500 in Subsidized Loan)
Senior (90+ earned credits)	\$7,500 (no more than \$5500 in Subsidized Loan)	\$12,500 (no more than \$5500 in Subsidized Loan)
Graduate	N/A	\$20,500 (all Unsubsidized Loan)
*Dependent students whose parents are denied a Parent PLUS Loan are eligible for Annual Loan Limits equivalent to an Independent Student		

Aggregate Loan Limit

The maximum (sum total outstanding) federal Stafford loan limit for a dependent undergraduate is \$31,000 (no more than \$23,000 of this may be subsidized loan), for an independent undergraduate is \$57,500 (no more than \$23,000 may be subsidized loan), and for a graduate student is \$138,500 (no more than \$65,500 of this may be Subsidized loan).

Interest Rate and Fees

For loans first disbursed on or after July 1, 2017, the interest rate for undergraduate Subsidized Stafford Loans is 4.45% fixed during in-school, deferment or grace periods. The interest rate for undergraduate Unsubsidized Loans is 4.45% and for graduate Unsubsidized Loans is 6% fixed. For all Direct Subsidized Loans and Direct Unsubsidized Loans for which the earliest disbursement date is on or after October 1, 2016 (but before October 1, 2017), there is an origination fee of 1.068% taken from the loan prior to disbursement. On or after 10/1/16 and before 10/1/17 the origination fee changes to 1.066%.

Beginning July 1, 2012 and prior to July 1, 2014, the “subsidy” is removed during the six month grace period prior to repayment.

PLUS Loans allow credit-worthy parents of dependent students and credit-worthy graduate students to borrow funds to cover the difference between total cost of attendance and all financial assistance the student may receive each year. Under current regulations, the interest rate for all PLUS Loans is 7%. The PLUS Loan origination fee for loans disbursed on or after 10/1/16 and before 10/1/17 is 4.276%. For PLUS loans disbursed on or after 10/1/17 and before 10/1/18, the origination fee is 4.264%. Interest does begin to accrue immediately upon disbursement of PLUS loans, but payments can be deferred while the student is enrolled at least half-time.

Repayment

Repayment for all Stafford loans is deferred until 6 months after the student stops attending school at least half-time. Complete repayment and deferment provisions are provided in entrance and exit counseling.

Repayment on all PLUS loans generally begins near the end of the academic year for which the loan was taken out. Interest does begin to accrue immediately upon disbursement of PLUS loans. Payments can be deferred while the student is enrolled at least half-time. A complete listing of repayment types and repayment calculators can be found at www.studentloans.gov

Entrance Counseling, Master Promissory Note and Exit Counseling

Students are required to complete entrance counseling and the Master Promissory Note in order to receive the Stafford Loan. Students are highly encouraged to complete the exit counseling when they graduate or leave the university. A link to all of those processes is available here: [Federal Student Loans](http://www.studentloans.gov)

Upon graduation or leaving Concordia University, students are asked to complete the exit counseling requirement. Entrance and exit counseling, and the MPN can be found at: <https://studentloans.gov>.

William D. Ford Subsidized Federal Direct Student Loan

Federal Direct Loan recipients must be enrolled and attending at least ½ time during a term in order to be eligible to borrow loan funds. The Subsidized Direct Loan is a need-based loan. Annual limits are listed in the table above. The interest rates are listed above. You will not be charged any interest (nor will interest accrue) while you are enrolled at least half-time. The federal government “subsidizes” the interest during these periods. Repayment generally begins when the student is no longer enrolled in college on at least a half-time basis.

No loan proceeds can be accessed or applied to a student’s account later than 180 days after the close of a semester or when a loan record was not originated prior to the student ceasing to be enrolled. Just prior to completion of studies, students must complete an Exit Interview.

William D. Ford Unsubsidized Federal Direct Student Loan

Federal Direct Loan recipients must be enrolled and attending at least 6 credit hours during a semester in order to be eligible to borrow loan funds. An unsubsidized loan is not awarded on the basis of financial need. However, to apply, students need to complete the Free Application for Federal Student Aid (FAFSA) and have the results released to Concordia University. You will be charged interest on the loan (see interest rates above) from the time the loan is disbursed until it's paid in full. If you allow the interest to accrue (accumulate) while you're in school or during other periods of nonpayment, it will be capitalized – that is, the interest will be added to the principal amount of your loan, and additional interest will be based on that higher amount.

PLUS for Parents and PLUS for Graduate Students

Loans allow credit-worthy parents of dependent students and credit-worthy graduate students to borrow funds to cover the difference between total cost of attendance and all financial assistance the student may receive each year. Interest rates and origination fees are listed above. Interest does begin to accrue immediately upon disbursement of PLUS loans. Payments generally begin near the end of the academic year that the loan was taken out for, but payments can be deferred while the student is enrolled at least half-time.

Repayment

Repayment for all Stafford loans is deferred until 6 months after the student stops attending school at least half-time. Complete repayment and deferment provisions are provided in entrance and exit counseling.

PLUS Loans allow credit-worthy parents of dependent students and credit-worthy graduate students to borrow funds to cover the difference between total cost of attendance and all financial assistance the student may receive each year. Interest rates and origination fees are listed above. Repayment generally begins near the end of the academic year for which the loan was taken, but can be deferred while the student is in school.

For more information about deferment or other loan information, contact Direct Loan Servicing. You may find more information at www.studentloans.gov

Sample Loan Repayment and Necessity for Repaying Loans

Of those undergraduate students who graduated with federal student loan debt from Concordia University in 2016, the average federal student loan debt was \$26,281. The standard repayment is 10 years, or 120 payments. Using the current interest rate, and not using any modifications to the repayment, we get the following detail:

Principal	\$ 26,281.00
Interest	3.76%
Months in Repayment	120
Monthly payments*	\$ 265.94
Total Interest	\$ 5,631.00
Total Loan Payments	\$ 31,912.00
<i>*Final Payment will be \$265.24</i>	

The above is a sample repayment schedule using the standard repayment and the average loans borrowed by traditional undergraduate students for 4 years at Concordia University. Graduate students, or students attending for longer or shorter periods of time will have different averages. Student loans have the expectation that students will repay the loan. Please make your decision to borrow carefully, as you will be required to repay any loans borrowed. Concordia University does not encourage students to borrow more than what is absolutely necessary during an academic year. On a regular basis, students should be monitoring their total indebtedness and how that translates to a monthly payment once repayment begins. This can be done through the NSLDS student access at: http://www.nsls.ed.gov/nsls_SA/

A complete listing of repayment options (including consolidation and calculators) can be found at www.studentloans.gov

Students who take out student loans are obligated to repay the full amount of the loan regardless of whether the borrower completes the program or completes within regular time for completion, is unable to obtain employment upon completion, or is otherwise dissatisfied with or does not receive the educational or other services the borrower purchased from the school.

Consequences of Default

Default happens when a student fails to repay a loan according to the terms agreed to. For the Direct Loan programs, your loan is in default if you fail to make a payment for 270 days, if you repay monthly (or 330 days, if your payments are due less frequently). Your lender is required to report the default to at least one national credit bureau. Students who are in default are not eligible for other federal aid, even at another institution. Consequences for default can eventually result in wage garnishment, tax return garnishment, and denial of employment from some federal jobs.

State of Oregon Funding

Oregon Opportunity Grant

The Office of Student Access and Completion (OSAC) administers the Oregon Opportunity Grant. This is a state grant program for needy undergraduate Oregon resident students to help support attendance at a post-secondary institution in Oregon. Annual awards for full-time students in 2017-18 are \$2,250. Depending on the time of your award letter, Concordia University may put an Estimated Oregon Opportunity Grant on your award until the information is made available by OSAC.

Institutional Scholarships

Concordia University offers a number of scholarships for students, depending on their program, enrollment level, year in school, talent and other factors. While this is not a complete listing of scholarships, it provides a good representation for full time, undergraduate students, who are in a BA or BSN program. A listing of Concordia University's current awards can be found at www.cu-portland.edu/financialaid

Concordia University Scholarships

Academic scholarships are awarded to eligible first-year BA or BSN students who are accepted to the University. Award amounts are based on your cumulative high school grade point average and college placement test scores (SAT or ACT), and are awarded regardless of need. These scholarships are renewable all four years, based on maintaining a certain GPA.

Please refer to the [Merit Grid \(PDF\)](#) for eligibility, or enter your GPA and test score into the [scholarship calculator](#) to see how your hard work can translate into dollars to attend Concordia University.

Merit Scholarships for Incoming Freshmen (for Freshmen who started in 2017-2018)		
Premier President's Scholarship		\$14,000
President's Scholarship		\$13,500
Scholar's Scholarship		\$12,500
The Regents' Scholarship		\$11,000
Provost's Scholarship		\$10,000
Dean's Award		\$8,000
University Award		\$7,000
Cavalier's Award		\$6,000
Faculty Award		\$3,500
Additional Scholarships		
Phi Theta Kappa Award	This scholarship is reserved for traditional BA transfer students who are currently active members of Phi Theta Kappa, the National Honor Society for Community Colleges, and who exemplify excellent leadership skills and potential. Download the application.	Up to \$2500
Leadership Scholarship	To be considered for a leadership scholarship, submit a resume of significant school, church, and community activities and/or awards, essay responding to the mission statement by identifying and explaining three aspirations you have which could be achieved by enrollment at Concordia University, and an additional letter of recommendation. The	Up to \$1500

	leadership scholarship application needs to be submitted to the Office of Admission prior to February 17.	
Honors Scholarship	Acceptance to the Honors Program qualifies you for the Honors Scholarship, equal to 50% of your tuition. Note: The Honors Program and Honors Scholarship are not available to Nursing students.	
Athletic Scholarships	As a competitive athlete, you may be eligible to receive an athletic scholarship for outstanding performance. Visit www.gocugo.com for more information.	
Music Scholarships	Instrumentalist or vocalist? If you are a talented musician and desire to perform at the college level, sign up for more information about auditioning by clicking here .	
Lutheran High School Graduate Award	Awarded to graduates of Lutheran High Schools. For first-year BA or BSN students.	Up to \$1000
LCMS Professional Church Work Award	Awarded to those students choosing Professional Church Worker emphasis within their major. (Only an option for Education, DCE, and Theology majors.)	Up to \$1500
Lutheran Pastor Family Award	Offered to students who are children of a Lutheran pastor. For first-year BA or BSN students.	Up to \$1000
Visit Scholarship	The Visit Scholarship is for students who visit Concordia's Portland campus. This is a one-time \$250 Visit Scholarship upon enrollment.	

In addition to scholarships, Concordia University offers the Concordia Grant to some traditional undergraduate students who have unmet need and who meet other criteria specific to their academic information on admission to the university. Not all students will qualify and the amount can vary.

Outside Funding

External Scholarships

www.cu-portland.edu/admission/financial-aid/outside-scholarships

Students may qualify for a number of external scholarships outside of Concordia University. Students need to provide information to the Financial Aid Office about any external scholarships they are receiving.

Alternative Loans

Concordia University does not encourage students to borrow more than what is absolutely necessary during an academic year. For some families even after grants, scholarships and federal student loans are applied a gap remains. This “gap” is the difference between what financial aid will cover and what is needed to pay for college. One option for some families is to apply for a private or alternative education loan. These loans are credit based (most undergraduate students will need a co-signer) and are processed through a lender, certified by the institution and disbursed to the student’s account just like other forms of financial aid.

Concordia University encourages all students and families to carefully research and compare the available options for financing their education before making a decision. The terms and conditions of these loans can vary depending on specific lender guidelines. We strongly recommend that students research alternative loan programs carefully before beginning the application process to ensure that they understand the eligibility requirements, interest rates, loan fees, grace/repayment periods and terms, as well as any borrower benefits. One tool that is available to help families navigate this complex process is found [HERE](#). This is a tool that can help compare options provided by reputable lenders. Families are not limited to the lenders listed here and are welcome to apply for private loans with whomever you prefer. Some points to research and compare:

Interest rates: variable, fixed

Origination fees

Repayment terms

Repayment benefits (interest rate reduction with auto-debit, co-signer release)

If you have questions about private loans or the process, please feel free to contact our office at 503-280-8514 or finaid@cu-portland.edu.

All privately funded educational loans have a mandatory 10 day waiting period for disbursement to allow borrowers an opportunity to cancel if they choose. This delay should be considered when looking at this option and students may need to make arrangements with Concordia’s Student Accounts Office if alternative loan funds are being used to pay an account balance.

On a regular basis, students should be monitoring their total indebtedness and how that translates to a monthly payment once repayment begins. If you are thinking about attending college, think Federal Aid First!!! Federal loans usually offer borrowers lower interest rates and have more flexible repayment options than loans from banks or other private sources.

Disbursement of Aid

By accepting any financial aid, you acknowledge that you understand the following information about how aid will be disbursed: Grants and Scholarships will be credited to your student account on the first Wednesday of the term. Federal Student and Parent Loan Proceeds will be credited to your account after receipt of EFT or disbursement check from your lender or completion of loan documents in the Financial Aid Office.

If total aid credited to your account exceeds charges due to the university, a credit balance is created on your account. A refund of your credit balance will be issued the following Monday or first business day after the Tuition Assessment date for the term has occurred. Please refer to the CU Academic Calendar for each term.

Students are strongly encouraged to submit their Direct Deposit information by logging into their [my.CU](#) account. If the student does not provide direct deposit information, a check will be issued, however, please note this may delay receipt of funds by up to two weeks.

SATISFACTORY ACADEMIC PROGRESS POLICY (SAP)

Undergraduate

All students receiving financial assistance from the University, State Scholarship Programs, or Federal Student Aid Programs must maintain Satisfactory Academic Progress for Financial Aid. Quality and quantity of work is reviewed each semester. Undergraduate students will be expected to complete 67% of attempted hours each term with both a term and cumulative GPA of 2.0 or better. In addition, a minimum cumulative GPA of 2.0 must be earned by the time they have earned the equivalent of 60 semester credit hours. Students in baccalaureate programs must complete their program within 186 attempted credits, and students in associates programs must complete their credits within 93 attempted credits. Earned credits include those courses graded as "A", "B", "C", "D", or "P". Courses graded as "F", "NP", "I", or "W" do not count as credits earned, but they do count as courses attempted for financial aid Satisfactory Academic Progress purposes. If you fall below this scale or have an insufficient number of credits earned at the end of each term, you will be placed on Financial Aid Warning for the next term. During the Warning term, you must raise your GPA to the required level and/or remove the deficiency in credits earned or your aid will be revoked until the required GPA or credits earned is reached. Appeals for Financial Aid Revoke may be addressed to the Director of Financial Aid. Students who have been re-instated after being revoked are considered to be on Financial Aid Probation and must meet specific requirements to continue to receive aid. Students who have been academically dismissed are automatically revoked from financial aid and if re-instated to the institution through appeal, may also need to appeal their financial aid status. Appeals received within the first 3 weeks of the term will be considered for that term. A student receiving a 0.0 GPA for any reason is automatically placed in a financial aid revoke status and must submit an appeal in order to have financial aid reinstated.

Graduate

All students receiving federal student loans must maintain Financial Aid Satisfactory Academic Progress by meeting Concordia University academic eligibility requirements. For most graduate programs, students must maintain a 3.0 term and cumulative GPA as well as completing at least 67% of attempted courses. Law students must maintain a 2.0 term and cumulative GPA. Financial Aid Satisfactory Academic Progress is measured at the end of each term. Courses graded as "F", "NP", "I", or "W" do not count as credits earned, but they do count as courses attempted for financial aid Satisfactory Academic Progress purposes. Students who fall below these requirements for the first term will be placed on Financial Aid Warning. These students must meet academic progress requirements the next term. If they fail to do so, they will be placed on Financial Aid Revoke status and will be ineligible for financial aid. Students who have been placed on revoke status can appeal this to the Director of Financial Aid. Successful appeals will be placed on Financial Aid Probation and will be expected to meet specific requirements to continue to receive aid. Students who have been academically suspended will automatically be placed on Financial Aid Revoke status and may need to appeal their financial aid status if they successfully appeal their academic suspension. Appeals received within the first 3 weeks of the term will be considered for that term. A student receiving a 0.0 GPA for any reason is automatically placed in a financial aid revoke status and must submit an appeal in order to have financial aid reinstated.

Certain programs and scholarships may have more stringent criteria for meeting the conditions of the program/scholarship.

Reestablishing eligibility

When a student’s appeal has been denied or they have already been granted one appeal and failed to meet SAP standards during the probationary term, the student must reestablish eligibility for aid. The process for reestablishing eligibility is that a student must satisfactorily complete a term at full-time or equivalent (i.e. two terms at half-time enrollment) with the minimum required GPA without the benefit of Federal funding in order to reapply for aid. It is permissible for students to utilize private loan funds during a term that they are reestablishing eligibility. Simply sitting out or not attending a term does not reestablish eligibility for Federal aid purposes.

TUITION REFUND AND RETURN TO TITLE IV (FEDERAL) AID POLICIES

Students who either “officially” or “unofficially” withdraw from all classes during the term, depending upon when the withdrawal occurs, may be refunded all or a portion of their tuition and fee charges. If the student is a financial aid recipient, Concordia University, as well as the student, may be required to return to the federal government all or a portion of the aid that had been disbursed and/or applied to the student’s account. An “official” withdrawal is when a student formally drops all of their classes, for a given term. An “unofficial” withdrawal is when a student is enrolled in at least one class, for a given term, which they do not formally drop (as indicated in the previous two sentences) and the student does not successfully complete any of the classes in which they are enrolled for that term.

Tuition Refund Policy

Concordia University’s Tuition Assessment Policy is based on the term in which classes occur, not on the actual dates of individual classes. Because many classes do not meet regularly throughout an entire term, it is important for students to know which term their classes are in so that they know when tuition is due. Tuition is due on the first day of the term.

Tuition and course fee refunds are processed based upon the length of each course and the date upon which the course is withdrawn. Refunds follow the below schedule:

Class Length (weeks)	Add	Drop 100% Refund	Withdraw 50% Refund	Withdraw 25% Refund	Withdraw No Refund
0-4	Before start	Before start	N/A	N/A	N/A
5	1st week	1st week	2nd week	N/A	3rd week
8	1st week	2nd week	3rd week	4th week	5th week
15	2nd week	2nd week	3rd week	4th week	9th week
Dropped courses will not be recorded on transcript. Withdrawn courses will be recorded on transcript. Deadlines fall on Friday or next business day in the event of a holiday.					

The date utilized in the above calculations is the date on which the student submits a completed copy of the official withdraw request form.

Financial Aid Implications

For students who withdraw from all courses in any given term:

- If withdrawal from all courses within a given term occurs prior to the 60% completion time of the term, financial aid will be pro-rated according to the federal Return of Title IV Funds policy. Courses withdrawn during this period may have a transcript record.
- If withdrawal from all courses within a given term occurs after the 60% completion time of the term, there will be no adjustment for financial aid.
- To begin the process of withdrawing from all courses within a given term, a student must contact the Registrar's Office or an academic advisor.

For students who withdraw from one or more courses but remain enrolled in other courses in any given term:

- If, due to a withdrawal, a student's course load disqualifies them for all or part of previously awarded financial aid, that portion of financial aid may be returned to its payment source (federal student loan, financial aid, personal resources, etc.).

NOTE: The tuition refund schedule above will be followed for each course withdrawn, which may result in a balance due to Concordia.

Return to Title IV (Federal) Policy

If you withdraw from school, "officially" or "unofficially," before the term is completed and you are the recipient of Title IV financial aid funding, Federal Return to Title IV Regulations require the Office of Financial Aid to calculate both the amount of earned and unearned aid for the period of withdrawal. If you received more assistance than you "earned" by only attending a portion of the term, the excess funds must be returned by Concordia University and/or the student to the federal government.

The federal formula requires a return of Title IV financial aid if the student received federal financial aid assistance and the student withdrew before completing 60% of the enrollment period. To determine the amount of aid the student has earned up to the time of withdrawal, divide the number of calendar days the student attended classes by the number of calendar days in the enrollment period. Scheduled breaks of 5 days or more are excluded. The percentage derived is then multiplied by the total federal funds that were disbursed (applied to the student's account and/or refunded) or that could have been disbursed for the enrollment period. This calculation determines the amount of aid earned by the student which he/she may keep. The unearned amount (total aid disbursed or that could have been disbursed less the earned amount) must be returned to the federal government by Concordia University or the student.

The unearned aid must be returned in the following order:

- Federal Unsubsidized Stafford Direct Loan
- Federal Subsidized Stafford Direct Loan
- Federal Perkins Loan
- Federal Graduate PLUS loan
- Federal Parent Loan for Undergraduate Students
- Federal Pell Grant

- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal TEACH Grant
- Other Federal assistance

Once a determination of earned and unearned Title IV financial aid funding has been made, the Office of Financial Aid will notify withdrawn students of their eligibility.

- Loan funds disbursed in excess of eligibility are repayable/due based on the terms and conditions outlined in the promissory note. Most Direct Loan borrowers will enter repayment 6 months after withdrawal, unless they re-enroll on a half-time basis before the end of the 6-month period. If for some reason you are unable to remain enrolled and in attendance, seek the advice of the Office of Financial Aid BEFORE you withdraw or stop attending class to find out how this will affect you.

When a student is enrolled only in modular classes, a Return to Title IV Aid calculation must be performed whenever a student withdraws (officially or unofficially) from all classes which are meeting at that time, regardless of whether or not the student has already passed/completed a class in an earlier module within the award period or if they are enrolled in a class which has not yet begun within the award period.

Such a calculation can only be avoided if the student is enrolled in a class which has not yet begun within the award period and the student provides written notification to the Office of Financial Aid of their intention to remain enrolled in that class and to attend that class.

Students who attended and withdrew prior to federal aid being applied to their account, will be reviewed for a process called post-withdrawal disbursement. It is similar to the return of title IV calculation about, but determines what undisbursed aid the student is eligible for based on the days attended.

Example 1:

Graduate

Student A was scheduled to complete the Fall 2017 term that started August 28th 2017 and ended December 15th 2017. She accepted the amount of \$2,592 in the Direct Unsubsidized Stafford loan to cover the tuition cost of \$2,464. After beginning the first session of the Doctorate of Educational Leadership program and withdrawing from the second session, Student A requested to withdraw from the Fall 2017 term on September 21st 2017. Her last date of participation from submitting a homework assignment was on September 23rd 2017.

Because she did not fully complete the Fall 2017 term, a Return of Title IV calculation is required. Using the start (August 28th) and end (December 15th) dates of the Fall 2017 term and her last date of participation (September 23rd), CU is able to determine that Student A completed 27 days out of the 110 days that are in the Fall 2017 term. By taking the 27 days and dividing it by the total of 110 days in the term, equals out to 24.5% of earned aid. This calculation results in the other 75.5% of unearned aid to be sent back to the loan lender in the amount of \$1,936. Student A was notified, and was sent an exit counseling link. Her loan servicer was also made aware of her withdrawal through information provided to the National Loan Student Data System by Concordia.

Example 2:

Undergraduate

Student B was enrolled for 21 credits in an undergraduate program during the term of Fall 2017. On September 6th 2016 he officially withdrew from the university per formal withdrawal process and his last date of attendance was confirmed from academic participation on September 7th 2016.

At this point in the semester he had accepted and was disbursed two Direct Stafford loans, unsubsidized for \$3,500 and Subsidized of \$2,750 and was eligible for Pell Grant for \$1,383; the total for both loans and Pell Grant is \$7,567.

Since Student B did not successfully complete the Fall 2017 term of enrollment, a Return of Title IV calculation was required and completed. The period of enrollment for this term was August 28, 2017 – December 15, 2017 with no breaks indicated before the withdrawal date. Concordia determined he completed 11 out of the 110 days of the Fall 2017 term. He earned 10.0% of his aid, which results in 90.0% of unearned aid to be sent back to the lender. \$3,463 of unsubsidized loan, \$2,721 of the subsidized loan and \$626 of the Pell Grant was returned back to his lender. Student B was notified, and was sent an exit counseling link. His loan servicer was also made aware of his withdrawal through information provided to the National Loan Student Data System by Concordia.

Net Price Calculator

Prospective undergraduate students can get an idea of the net price or rough, out-of-pocket cost for attending Concordia University from our Net Price Calculator online at: <http://concordia.simpleapply.com/>

Constitution Day

Constitution Day commemorates the formation and signing of the United States Constitution and recognizes all who, by coming of age or naturalization, have become U.S. citizens. It is an American federal observance and the holiday was once known as "Citizenship Day."

On September 17, 1787, the U.S. Constitution was signed by thirty-nine men who changed the course of history. Constitution Day is a day to celebrate U.S. citizenship and a time to reflect upon its rights, responsibilities and privileges.

Concordia University observes Constitution Day each year on or near Sept 17. The university generally provides information about the Constitution at both the Portland campus and the Law school in Boise.

Financial Aid Penalties Associated with Drug Related Offenses

Federal law prohibits the trafficking of illegal possession of controlled substances as outlined in 21 United States Code, Section 811 and 844. Depending on the amount, first offense maximum penalties for trafficking marijuana range from five years imprisonment and a fine of \$250,000 to life imprisonment and a fine of \$4 million. Again, depending on the amount, first offense maximum penalties for trafficking class I and II controlled substances (methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl analogue) range from five years to life imprisonment and maximum fines ranging from \$2-\$4 million. First offense penalties and sanctions for the illegal possession of a controlled substance ranges from up to one year in prison and a fine of at least \$1000 but not more than \$250,000 or both.

A student who is convicted of any offense under any Federal or State law involving the possession or sale of a controlled substance for conduct that occurred during a period of enrollment for which the student was receiving any grant, loan, or work assistance under Title IV, HEA Program funds shall not be eligible to receive any grant,

loan, or work assistance under Title IV, HEA Program funds from the date of that conviction for the period of time specified in the following table:

Possession of a Controlled Substance	Ineligibility Period is:
First Offense	1 year
Second Offense	2 years
Third Offense	Indefinite
Sale of a Controlled Substance	Ineligibility Period is:
First Offense	2 years
Second Offense	Indefinite

The term “controlled substance” means a drug or other substance, or immediate precursor, included in schedule I, II, III, IV, or V of part B of the Controlled Substances Act, 21 USC 810, et.seq., as amended, and does not include alcohol or tobacco.

Reinstatement of Financial Aid

A student whose eligibility for financial aid has been suspended may resume eligibility before the end of the applicable ineligibility period if--

(1) the student satisfactorily completes a drug rehabilitation program that complies with criteria established by the Secretary of Education that includes two unannounced drug tests;

or

(2) the conviction is reversed, set aside, or otherwise unenforceable.

A drug rehabilitation program that complies with the criteria of the Secretary of Education is one that includes at least two unannounced drug tests, and (1) has received or is qualified to receive funds directly or indirectly under a Federal, State, or local government program, (2) is administered or recognized by a Federal, State, or local government agency or court, (3) has received or is qualified to receive payment directly or indirectly from a Federally- or State-licensed insurance company, or (4) is administered or recognized by a Federally- or State-licensed hospital, health clinic or medical doctor.

INSTITUTIONAL INFORMATION

The following links are additional information that is disclosed to students through other communications. Concordia University provides it here as well for additional information that may be helpful.

Academic Programs

<http://www.cu-portland.edu/academics>

Instructional Facilities

<http://www.cu-portland.edu/location-facilities>

Faculty Listings

<http://www.cu-portland.edu/faculty-staff-list>

Accreditation

<http://www.cu-portland.edu/accreditation-approval-licensure>

Disability Services

<http://www.cu-portland.edu/student-affairs/disability-support-services>

Study Abroad Arrangements

<http://www.cu-portland.edu/academics/study-abroad>

FERPA (Family Educational Rights and Privacy Act)

<http://www.cu-portland.edu/academics/registrar/student-privacy>

Institutional policies and sanctions related to copyright infringement

<http://kb.cu-portland.edu/Copyright+Infringement+Policy>

Transfer Policies and Articulation Agreements

<http://www.cu-portland.edu/admission/admission-requirements/transfer-students/transfer-equivalency-guides>

Student Outcomes: Retention, graduation rates and transfer out rates (Student Right-To-Know)

<http://nces.ed.gov/collegenavigator/?s=all&zc=97211&zd=0&of=3&id=208488#retgrad>

Drug and Alcohol Abuse Prevention

<http://www.cu-portland.edu/sites/default/files/pdf/AlcoholOtherDrugs.pdf>

Institutional Security and Crime Statistics

<http://www.cu-portland.edu/annual-security-and-fire-safety-report>

Athletic Reporting (EADA)

<http://gocugo.com/sports/2016/10/14/eada-report.aspx>

Vaccination Policy

<http://www.cu-portland.edu/student-affairs/healthwellness-services/vaccinationimmunization>

Textbook Information

<http://www.cu-portland.edu/student-affairs/bookstore>

Voter Registration

<http://www.cu-portland.edu/sites/default/files/pdf/Voter%20Registration%20Action%20Plan.pdf>

Additional Consumer Information:

<http://www.cu-portland.edu/consumer-information>