2012-2013 Tepper School of Business Graduate Student Financial Aid Application 2012-2013

DO NOT EMAIL THIS FORM. IT CONTAINS YOUR SOCIAL SECURITY NUMBER.

Last Name	First Name	Date of Birth	SSN

Address	City	State	Zip

Cell Phone	Home Phone	Work Phone	Email

Academic Information (Check/complete all that apply):

	MBA Full Time		MSCF Full Time New York		Dual Degree Program (Indicate Program Below)
	MBA Flex Time		MSCF Part Time New York		
	MBA Flex Mode		MSCF Full Time Pittsburgh		Other Program (Indicate Program Below)
	PhD		MSCF Part Time Pittsburgh		

What is your expected graduation date? Month_____ Year_____

Check semesters of enrollment greater than 17 units: ___Summer 2012 ___Fall 2012 ___Spring 2013 ___Summer 2013

Financial Aid (Check and complete all that apply):

- ○ I am applying for federal student loans from the U.S. Department of Education.
- ○ I do not receive any employer tuition remission.
- ○ I will receive the following employer tuition remission. Indicate employer's name _____
  SUMMER 2012 $_____ FALL 2012 $_____ SPRING 2013 $_____ SUMMER 2013 $_____

  Is the above tuition remission paid directly to you? Indicate yes or no _____ All tuition remission must be reported.

- ○ I am receiving scholarship(s) for 2012-2013 that are <u>not</u> awarded by the Tepper School. All external scholarships must be reported. Attach a separate sheet if necessary.

Scholarship Name_____ Scholarship Amount $_____
Scholarship Name_____ Scholarship Amount $_____
Scholarship Name_____ Scholarship Amount $_____

Student Signature: (<u>PLEASE READ AND SIGN):</u>
I understand that in order to receive federal financial aid, I must meet all eligibility requirements including enrollment of at least 18 units per semester. I certify that all information on this form is complete and accurate and I understand that if I receive federal financial aid as a result of intentionally providing false or incomplete information in my application materials for federal financial aid, I may be subject to fine or imprisonment or both. I understand that if I am a federal financial aid recipient and I receive external financial aid for 2012-2013 after submission of this application, I am required to report that information to the Tepper School of Business Financial Aid Office. I understand that I may need to provide other verification documentation in support of my application for federal financial aid and failure to submit the requested documentation will result in being denied federal financial aid. I authorize the Tepper School to make updates to my Free Application for Federal Student Aid (FAFSA) to correct errors and/or to complete the verification process.

Signature of Student _____ Date_____ Turn Over

Tepper School of Business Financial Aid Office, Carnegie Mellon University, 5000 Forbes Avenue, Pittsburgh, PA 15213-3890
Fax: 412-268-2904

FEDERAL STUDENT LOAN APPLICATION STEPS – SUGGESTED DEADLINE IS APRIL 16, 2012

(see http://www.tepper.cmu.edu/current-students/current-graduate-students/financial-aid/applying-for-financial-aid/index.aspx)

Although students may submit the FAFSA and Tepper School Financial Aid Application any time after January 1, 2012, we have set the suggested deadline at April 16, 2012 in order to allow students to complete their federal income tax returns first and to ensure funds availability by the start of Fall classes. Students who have not been offered admission to the Tepper School by April 16th may wait until they are admitted before applying for financial aid.

Step 1: File your federal income tax return.

Step 2: If you do not have a federal PIN, request one via www.pin.ed.gov so that you may complete your FAFSA (Free Application for Federal Student Aid) electronically.

Step 3: Complete the FAFSA at www.fafsa.ed.gov indicating the Tepper School federal code, E00074.

Step 4: Complete a Tepper School Financial Aid Application and fax it to 412-268-2904.

Step 5: The Financial Aid Office begins sending financial aid award letters in April 2012 for Fall 2012. Receive a Financial Aid Award letter via email from the Tepper School Student Finance Office in April-May 2012 or approximately 10-14 business days after submitting both the FAFSA and the Tepper School Financial Aid Application, whichever is later. Incoming students receive their award letters via the email address they have provided on the Tepper School of Business Financial Aid Application. Continuing students receive their award letters via their Andrew email account.

Step 6 (First-time at Tepper federal Direct Loan Borrowers Only): Complete Federal Loan Entrance Counseling via www.studentloans.gov using your federal PIN from Step 2 above. Be sure to indicate that you are a graduate/professional student and include Tepper's federal school code, E00074.

Step 7 (First-time Federal Direct Stafford Loan Borrowers Only): Complete a Master Promissory Note (MPN) via www.studentloans.gov using your federal PIN from Step 2 above and the Tepper School federal code, E00074. Please note that you are not able to indicate a loan amount on the MPN. The amount of your loan eligibility is provided to you via your Financial Aid Award Letter (see Step 5) and you subsequently indicate the loan amount(s) you want to borrow by submitting the Tepper School Loan Processing Form (see step 11).

Step 8 (First-time Federal Perkins Loan Borrowers Only): If a Federal Perkins Loan is indicated in your Financial Aid Award Letter (Step 5) and you are a first-time Perkins borrower at Tepper, complete Perkins Loan Entrance Counseling and a Perkins Promissory Note via our servicer's website, www.ECSI.net using school code Z9, but only after being contacted by the HUB to do so, generally around the start of classes in the semester in which you are first offered a Perkins loan. These documents are not available to students prior to being contacted by the HUB.

Step 9 (All Federal Direct Graduate Plus Loan Borrowers Only): Apply for a Grad Plus loan no earlier than June 1st via www.studentloans.gov using your federal PIN from Step 2 above and the Tepper School federal code, E00074. In order to initiate a credit check, select "Request a Direct Plus Loan." If you receive a favorable credit decision, you must then select "Complete Master Promissory Note," indicating the federal code E00074. You may borrow up to the amount indicated in your Financial Aid Award Letter (Step 5). Credit decisions for Grad Plus Loans expire after 90 days.

Step 10: Complete the Tepper School of Business Loan Processing Form (pdf) and fax it to 412-268-2904. This form is required in order for your loan to be processed.

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PRIVATE EDUCATION LOAN APPLICATION STEPS

(see http://www.tepper.cmu.edu/current-students/current-graduate-students/financial-aid/2010-11-suggested-lenders/private-loan-application-steps-as-of-02152010/index.aspx)

The private loan application process takes several weeks to complete. Students are advised to apply for private loans no sooner than 90 days before the start of classes for the first enrollment period for which the loan is intended but soon enough to allow 45-60 days for your loan process. The loan application process is a proactive process between you and your lender so borrowers should keep in close contact with their lender to make sure that the application process is progressing as expected. TheTepper School does not take action on your private loan application process until after you and your lender complete Steps 1-7.

Step 1: Submit the Tepper School Financial Aid Application to the Tepper School Financial Aid Office.

Step 2: Select and apply with any lender you wish even those not listed on our suggested lender list. Most students/cosigners apply online. Your lender will contact you with a credit decision and, if you are credit-approved, send you an Application Disclosure. **PLEASE NOTE:** All international loan applicants are required to apply with a co-borrower who is a US citizen or permanent resident of the US.

Step 3: Review your Application Disclosure to find general information about your loan. Online applicants are able to click on a link to read the disclosure. Students who apply by phone receive the disclosure via US mail.

Step. 4: Follow your lender's instructions for the next steps in your loan application process.

Step 5: Complete the Applicant *Self-Certification Form.* You will receive it from your lender via email, U.S. mail or possibly both. If you need an additional copy, you may contact your bank or retrieve it online. The following information is needed in order for you to complete the lender's self-certification form:

- **Section 2A of the Self Certification Form:** *Cost of Attendance* is the estimated average cost of tuition and fees, room and board, transportation, and other allowable costs for the period of enrollment covered by the loan, as determined by the school. Choose one of the following when completing the Self Certification Form:

Full-time Fall 2012 AND Spring 2013 (2 semesters academic year)	$77,000
Full-time Fall 2012 OR Spring 2013 (1 semester)	$38,500
Full-time Summer 2013 (1 semester)	$34,200
Full-time Summer/Fall 2012 OR Full time Spring/Summer 2013 (2 semesters including Summer)	$73,200
Part- time Fall 2012 AND Spring 2013 (2 semesters academic year)	$49,100
Part-time Fall 2012 OR Spring 2013 (1 semester)	$24,900
Part-time Summer 2013 (1 semester)	$21,000
Part- time Summer/Fall 2012 OR Part time Spring/Summer 2013 (2 semesters including Summer)	$46,400

- **Section 2B of the Self-Certification Form:** *Estimated Financial Assistance* is all federal, state, institutional (school), and private sources of financial aid for the enrollment period listed in Section 3 of the Self Certification Form. This includes, scholarships and fellowships you are receiving from the Tepper School and outside sources, other loans (federal and/or private), employer tuition remission, and financial aid provided by any other source.
- **Section 3 of the Self-Certification Form:** *Period of Enrollment Covered by the Loan*. Do not include periods of non-enrollment. Choose one of the following when completing the Self Certification Form:

Summer 2012 only	Summer/Fall 2012	Fall 2012 only	Fall 2012/ Spring 2013	Fall 2012/Spring 2013/Summer 2013	Spring 2013 only	Spring/Summer 2013	Summer 2013 only
5/21/2012 to 8/18/2012	5/21/2012 to 12/19/2012	8/27/2012 to 12/19/2012	8/27/2012 to 5/4/2013	8/27/2012 to 8/9/2013	1/14/2013 to 5/4/2013	1/14/2013 to 8/9/2013	5/20/2013 to 8/9/2013

Step 6: Watch for an email and letter from your lender requesting a signed consumer credit agreement.

Step 7: Read your Approval Disclosures and sign them. You will receive a link to it via email if you choose to sign or download your consumer credit agreement electronically. Otherwise, you will receive the disclosure via U.S. mail with a pre-printed consumer credit agreement. This disclosure gives information on specific loan terms that are effective for 30 days.

Step 8: Submit the Loan Processing Form to the Tepper School of Business. This form must be submitted in order to initiate action by the school. The lender contacts the Tepper School Financial Aid Office to verify the amount of your eligibility and loan disbursement dates.

Step 9: Waiting Period-Watch for the final loan disclosure from your lender. Once you have received it, you have a 3-business day rescission period during which time you have the right to cancel the loan. The loan will not disburse during the rescission period. You may expect your loan to first disburse 7-10 days after the rescission period ends but not prior to the week before classes begin in the semester covered by the loan.