



2009-2010 Financial Aid Handbook

This guide provides information to assist students enrolled in the College of Arts & Sciences as they make preparations for paying their school bill.

- If you have questions about your financial aid package, please contact the Office of University Financial Aid at 651.638.6241 or finaid@bethel.edu.
- If you have questions about your student account (bill), please contact the Business Office at 651.638.6208 or business-office@bethel.edu.

A Message from the Director of Financial Aid

Your investment in a Bethel University education will prove to be one of the most significant decisions of your life. In addition to training in your chosen field of study, you will have the opportunity to grow in your faith with other Christians who are striving to live for Jesus.

The staff in the financial aid office share your desire to integrate faith and learning. Individually and corporately, we strive to find simple ways to earn your trust, and to help you access the financial resources you need to take advantage of a Bethel education.

Jesus challenges us to “do to others as you would have them do to you” (Luke 6:31). This motivates us to listen to the unique concerns of our students; to coach students through the sometimes complex financial aid process; and to balance mercy and fairness, compassion and citizenship.

Knowing that many students and parents will borrow, we conduct an annual review of loan programs so we can recommend low-cost, quality loans to families. Beginning with the 2009-2010 year, students and parents will borrow their Stafford and PLUS Loans directly from the U.S. Department of Education rather than from a bank. This change will require borrowers to complete a new Master Promissory Note, but will also make it possible for them to benefit from lower fees as well as a lower PLUS loan interest rate.

In these uncertain economic times it is important to explore all possible options for paying for college. Families whose financial situation is changing due to reduced income or significant unusual, non-discretionary expenses should consider submitting an appeal so we can determine if additional need-based resources might be available (www.bethel.edu/finaid/appeal).

We look forward to seeing you on campus this fall. Until then, please contact your financial aid counselor if you have any questions or concerns about your financial aid. Our prayer is that God will provide for “all your needs according to His glorious riches in Christ Jesus” (Philippians 4:19).

Serving together,

Jeff Olson, Director of Financial Aid

Steps After Receiving Financial Aid Award Letter:

Carefully review your financial aid award letter and follow the steps below.

1. Complete the 2009-2010 Payment Planner to estimate your school bill, monthly payment plan, and loans you may need. See page 7.
2. Sign up for a monthly payment plan (optional). See page 19.
3. Apply for a Federal Perkins Loan (if offered). See page 12.
4. Apply for a Direct Stafford Loan. See page 10.
5. New students who are eligible for federal work study and are interested in working on campus should submit a student employment application by May 10. Application available at www.bethel.edu/finaid/cas/forms/employ-app. See page 15.
6. Apply for Other Loans (if needed). See pages 8-9.

How to Access Your Financial Aid Online

Students with a Bethel University Community Account may access their financial aid online. Go to <https://blink.bethel.edu> and click on the Student Services tab. You will see the status of your financial aid requirements. Items marked with a red flag need to be completed.

- From the Student Services tab select the Financial Aid Awards link.
- Select Academic Year 2009-10 from the dropdown list.
 - To accept your Stafford and/or Perkins Loans:
 - Click the Accept Award Offer tab and follow on-screen instructions.
 - Be sure to click the Submit Decision button to save your request.
 - To report private scholarships:
 - Click the Resources/Additional Information tab and follow on-screen instructions.
 - Be sure to click the Submit Information button to save your request.
 - To view or print a summary of your financial aid, click the Award Overview tab and follow on-screen instructions.

Costs for 2009-2010

Tuition, 12-18 credits per semester, plus 1-5 credits for interim . . .	\$26,900/year
Student Activity Fee (if full time)	\$120/year
Room (new student rate)	\$4,720/year
Meal Plan*	\$3,200/year
(estimated cost; amount may vary according to individual needs and housing location)	
Total typical student costs for full-time student living on campus . .	\$34,940/year

Tuition overload fee for each credit over 18 credits in a semester	\$760 per credit
Tuition for part-time students	\$1,125 per credit
(fewer than 12 credits per semester) and interim tuition	
Post-baccalaureate tuition for Bethel graduates	\$715 per credit
and teacher licensure students	
Tuition for Summer '10	\$445 per credit
Audit fee.	\$210 per credit
Parking Fee	\$75/semester

Tuition rates for off-campus programs are available from the Office of International Studies (651.638.6549). Additional course fees are attached to some courses as indicated in registration materials for each semester. For detailed information on fees, contact the Bethel Business Office (651.638.6208).

The descriptions and prices for all meal plan options will be posted at cas.bethel.edu/student_services/meal-plans.html as soon as they are available. The breakdown of meal plan prices for fall, interim, and spring is determined based on the number of days that meals are served in each term.



Interim Charges

Students enrolled on campus full time for both fall and spring are not normally charged interim tuition. This is because each semester of full-time tuition pays for half of up to five credits of interim tuition. However, there are times, as illustrated below, when students *will* be charged for interim tuition.

Fall	Interim	Spring	Interim Tuition
12-18 credits	1-5 credits	12-18 credits	No additional charge
12-18 credits	4 credits	0-11 credits	Student is billed for 2 credits of tuition at the part-time rate (4x\$1,125x1/2=\$2,250)
0-11 credits	4 credits	0-11 credits	Student is billed for 4 credits of tuition at the part-time rate. (4x\$1,125=\$4,500)

Interim housing is at no additional charge for students who are enrolled in Bethel housing for both fall and spring semesters. Interim meal plan charges are billed with spring charges.

Students involved in off-campus semester programs may be charged interim tuition. Students studying abroad over interim will have additional program costs. Contact the Office of International Studies (651.638.6549) for detailed information.

Disclaimer: Prices reported in this guide are subject to change without notice. Refer to the 2009-2010 College of Arts & Sciences Catalog for definitive pricing.

Helpful Financial Tip #1

Borrow wisely: Keep track of your total borrowing record.



Educational Loans

Which loan is best for me?

Most students borrow to pay a portion of their school bill. Refer to your Financial Aid Response Form to see what loans you are eligible to borrow. “Other Loan Eligibility” is the total you can borrow from the Direct PLUS, SELF, and/or Private Loans. The following chart identifies some of the differences between educational loan programs.

Type of Loan	Borrower	Fees
Federal Perkins Loan	Student	None
Direct Subsidized Stafford Loan	Student	0.5% net
Direct Unsubsidized Stafford Loan	Student	0.5% net

Why Direct Lending?

Beginning in fall 2009, Bethel University will participate in the William D. Ford Federal Direct Loan Program. This means that students and parents will now get Stafford and PLUS (parent) Loans directly through the Department of Education, rather than through private lenders participating in the Federal Family Education Loan Program (FFELP).

Type of Loan	Borrower	Fees
Direct PLUS Loan	Parent	2.5% net
Minnesota Student Education Loan Fund (SELF)	Student (and credit-worthy cosigner)	None
Private Loans	Student (often requires credit-worthy cosigner)	Varies

For many years Bethel offered Federal Stafford and Federal PLUS loans though FFELP. Students chose a lender; the college certified loans and applied the monies to the student accounts. This program offered students choices and various incentives, but at times it was a confusing process.

The College Cost Reduction Act of 2007 reduced incentives for lenders to participate in the FFELP Loan Program. Thus, many lenders decided to opt out of the program. Also, the tightening credit market and current economic conditions have caused some lenders to reduce the number of colleges in their FFELP program (sometimes with very little notice). This uncertainty has caused some colleges and universities to wonder, “Who will be next?”

EDUCATIONAL LOANS

Make Payments While in School?	Interest Rate	Repayment	Bethel's Advice	More Information
No	5.0% fixed	10 years	1 st Choice	p. 12
No	5.6% fixed	10 years	2 nd Choice	p. 10
Interest accrues. Optional in-school payment.	6.8% fixed	10 years	3 rd Choice	p. 10

OTHER LOAN ELIGIBILITY

Make Payments While in School?	Interest Rate	Repayment	Bethel's Advice	More Information
Yes	7.9% fixed	10 years	Compare the features and benefits of each loan to determine the best option for your family.	p. 11
Pay quarterly interest	Variable (5.7% on February 1, 2009)	10 years		p. 13
Interest accrues. Optional in-school payment.	Varies based on market conditions and credit score	Varies (10+ years)		p. 14

Bethel very carefully weighed the differences between FFELP and the Direct Loan Program. We decided to go with the Direct Loan Program because it:

- Is a simpler process for families as every borrower uses the same application process and is subject to the same loan fees;
- Better guarantees the availability of funds for families;
- Is cheaper for families in the short term and offers the same cost to families in the long term

Therefore, we believe the switch to Direct Lending is a better situation for our students, their families, and also Bethel University.

Direct Stafford Loan

How to Apply Online (Students without internet access should contact the financial aid office.)

1. **Entrance Counseling:** If you are a new or transfer student borrowing a Stafford Loan at Bethel University, you must complete loan entrance counseling online. Visit www.bethel.edu/finaid/direct.
2. **Complete a Master Promissory Note:** All students must complete a new Master Promissory Note (MPN) even if you have previously borrowed a Stafford Loan at Bethel. Follow the instructions at www.bethel.edu/finaid/direct.
3. **Authorize Loan Amount:**
 - a. Log in to blink.bethel.edu.
 - b. Choose the Student Services tab and click the Financial Aid Awards link within the Financial Aid Awards channel.
 - c. Select Academic Year 2009-10 from the dropdown list.
 - d. Choose the Accept Award Offer tab, decide how much of your Direct Stafford Loan you wish to take, and follow the instructions on the screen.
 - e. Click the Submit Decision button to save your request.

Interest Rates

Direct Loans have a fixed interest rate for the life of the loan. The rate varies depending on the type of loan, as illustrated below.

Loans First Disbursed	Subsidized	Unsubsidized
July 1, 2009 to June 30, 2010	5.6%	6.8%
July 1, 2010 to June 30, 2011	4.5%	6.8%
July 1, 2011 to June 30, 2012	3.4%	6.8%
July 1, 2012 to June 30, 2013	6.8%	6.8%

Loan Fees

The fee for Direct Subsidized and Unsubsidized Loans is 1.5%; however, a 1% interest rate rebate reduces this fee to a net of .5%. Once you begin repayment you must make 12 on-time monthly payments to retain this benefit.

Features

- **Direct Subsidized:** Federal government pays interest while student is enrolled in school (at least half time, pursuing a degree or certificate) and during a six-month grace period after leaving in-school status. This loan is need-based.
- **Direct Unsubsidized:** This loan is not need-based. Interest accrues while student is in school. Students may pay the interest while in school. Accrued interest is capitalized at repayment.
- Minimum payment is \$50/month.
- **Disbursement:** Funds are disbursed directly to the student's Bethel account. Half of the funds (less any loan fees) are posted at the beginning of fall term; half of the funds are posted at the beginning of spring term.

Direct PLUS (Parent) Loan

How to Apply:

1. **Complete a Master Promissory Note (ALL PLUS borrowers):** Complete one Master Promissory Note for each of your dependent students online by following the instructions at www.bethel.edu/finaid/cas/loans/plus. For questions about PLUS Master Promissory Note or approval status, contact the Loan Origination Center at 800.557.7394.
2. **Authorize Loan Amount:** Use your student's Financial Aid Loan Response Form to tell the financial aid office how much you plan to borrow in a Direct PLUS Loan. A generic loan response form is available at www.bethel.edu/finaid/cas/loans/plus.

Interest Rate

Direct PLUS (Parent) loans have a 7.9% fixed interest rate.

Loan Fees

The fee for a Direct PLUS Loan is 4%; however, a 1.5% interest rate rebate reduces this fee to a net of 2.5%. Once you begin repayment you must make 12 on-time monthly payments to retain this benefit.

Features

- Repayment begins 60 days after loan is fully disbursed (around April 1 for a full-year loan).
- Parents may borrow up to the cost of attendance minus other aid.
- The minimum payment is \$50/month.

What happens if the Direct PLUS loan is denied?

- If you have adverse credit history and expect to be denied, please contact the financial aid office for assistance.
- Dependent students whose parents' PLUS Loan is denied become eligible for additional Direct Unsubsidized Loan funds. Freshmen and sophomores may borrow up to \$4,000 per year; juniors and seniors may borrow up to \$5,000 per year. Students must notify the financial aid office of their intent to borrow the additional Direct Unsubsidized Loan through completion of a Loan Response Form. The Loan Response Form is located at www.bethel.edu/finaid/cas/cas-forms.

Helpful Financial Tip #2
Do not borrow more than you need. Apply for outside scholarships and work to earn extra money.

Federal Perkins Loan

Due to limited Perkins funding, not all Bethel students will have the opportunity to borrow a Perkins Loan. Students who were awarded Perkins Loan eligibility but who do not complete the Perkins Loan application process by **July 1** may have their Perkins eligibility reduced or cancelled.

How to Apply Online (Students without internet access should contact the financial aid office.)

1. **Entrance Counseling:** First-time Perkins borrowers must complete loan entrance counseling online. Visit www.bethel.edu/finaid/cas/loans/perkins.
2. **Promissory Note:** First-time Perkins Borrowers must complete a Perkins Master Promissory Note. This form is available in pdf format at www.bethel.edu/finaid/cas/loans/perkins. Students should print, sign, and mail the Perkins Promissory Note to the Office of University Financial Aid, 3900 Bethel Drive, St. Paul, MN 55112. Facsimiles of a promissory note are not acceptable. Repeat Perkins borrowers do not need to complete a new Perkins Promissory Note.
3. **Authorize Loan Amount:**
 - a. Log in to blink.bethel.edu.
 - b. Choose the Student Services tab and click the Financial Aid Awards link within the Financial Aid Awards channel.
 - c. Select Academic Year 2009-10 from the dropdown list.
 - d. Choose the Accept Award Offer tab, decide how much of your Perkins Loan you wish to take, and follow the instructions on the screen.
 - e. Click the Submit Decision button to save your request.

Interest Rate

5% fixed interest rate

Loan Fees

None

Features

- Loan entrance and exit counseling is required.
- Interest charges begin when student enters repayment, nine months after graduating or dropping below half-time student status.
- Minimum payment is \$40/month.
- Perkins is a need-based loan.
- Due to limited Perkins Loan funds, priority is given to freshmen and sophomores who meet the **April 15 financial aid application deadline**.
- Bethel awards eligible freshmen up to \$2,000 and sophomores up to \$1,000 of Perkins Loan.

Student Education Loan Fund (SELF)

The Student Educational Loan Fund (SELF) program is a long-term, low-interest educational loan provided by the Minnesota Office of Higher Education.

The SELF loan is available to students enrolled at least half time, pursuing a degree or certificate. Students do not need to be residents of Minnesota to apply. Students must have a credit-worthy cosigner and must pay quarterly interest payments while in school.

How to Apply Online

1. Student borrower and cosigner apply online by following the instructions at www.bethel.edu/financial/cas/loans/self.
2. Optional entrance counseling at www.bethel.edu/financial/cas/loans/self.

Interest Rate

Students are required to make quarterly interest payments on their SELF loan while enrolled. The SELF IV Loan interest rate is variable, adjusted quarterly (5.7% from 1/1/09–3/31/09). Current interest rates are available at www.ohe.state.mn.us/self/self.cfm.

Loan Fees

None

Loan Limits

The minimum loan amount is \$500. Undergraduates may borrow up to \$7,500 each year. In addition, students may not borrow beyond the sum of their annual loan limits. For example, juniors are limited to a \$22,500 aggregate SELF debt (\$7,500 freshman + \$7,500 sophomore + 7,500 junior = \$22,500).

Repayment

SELF borrowers are required to pay interest quarterly while in school. After graduation or leaving school, borrowers are required to pay monthly interest for up to three years; then they will begin repaying the loan principal as well as interest monthly. Repayment is usually seven to nine years.

Lender and Servicer

SELF loans are provided through the Minnesota Office of Higher Education (800.657.3866). SELF loans are serviced by FirstMark (651.265.7666 or 888.295.0713).

The features and interest rates listed above are for loans processed for the 2009-2010 academic year and are subject to change without notice. This information is current as of February 1, 2009. Visit the SELF Loan website at www.ohe.state.mn.us/self/self.cfm for up-to-date information.

Private Loans

- To calculate the maximum loan amount, please refer to the “Other Loan” eligibility on your financial aid award letter
- Private loans are non-federal loans that accrue interest while students are enrolled.
- Interest rates vary depending on credit of cosigner and are variable.

How to Apply Online

To apply for a private loan, visit www.bethel.edu/finaid/cas/loans/private.

Choosing a Lender for PRIVATE Loans

To assist students in selecting a lender, the financial aid office conducts an annual evaluation of potential lenders. All preferred lenders must satisfy the following expectations:

- Demonstrate a commitment to helping borrowers avoid going into default (e.g., proactively contacting borrowers who are late on payments, providing resources that help borrowers manage their money and avoid borrowing too much).
- Demonstrate the commitment and ability to provide educational loans for the long term.
- Clearly communicate the terms and conditions of their educational loans.
- Provide high levels of customer service, including, but not limited to, online loan applications, access to loan status online, and disbursement of loan funds via electronic funds transfer.

In addition, we have a strong preference for working with lenders that are familiar to our borrowers (name recognition).

Students are free to select any lender for their private educational loans. However, after a review of lender data, we encourage borrowers to strongly consider one of the following lenders to ensure that they receive the highest level of customer service and avoid delays in processing loans.

PREFERRED LENDERS

Compare and apply online at www.bethel.edu/finaid/cas/loans/private.

Name	Loan Program	Phone Number
Citibank	CitiAssist	800.967.2400
Discover	Certified Private Loan	877.728.3030
Sallie Mae	Smart Option Student Loan	888.272.5543
U.S. Bank	No Fee Loan	800.242.1200
Wells Fargo	Collegiate Loan MedCap Alternative Loan for Health Professionals	800.658.3567

Student Employment FAQ

How do I find a job while I am in college? The Office of University Financial Aid helps new students locate on-campus employment provided they meet the following criteria: (a) will begin classes in the fall, (b) submit a Student Employment Application (www.bethel.edu/finaid/cas/forms/employ-app) by May 10, and (c) are awarded either federal or state work study. Applicants will be notified by mid-August if a job is reserved for them. A student employment website is available to assist other students in locating on-campus student jobs (www.bethel.edu/finaid/cas/jobs/students/job-listing). If seeking off-campus employment, contact the Office of Career Services at www.bethel.edu/career-services/jobs.

Are students required to work on campus? No. Students are not required to accept an on-campus job, just as they are not required to accept a student loan. Declining the job opportunity will not affect the amount of gift aid a student receives.

How do I know if I can work on campus? Any Bethel student may work on campus provided he or she (a) applies for financial aid, (b) secures a job, and (c) completes the required employment forms (an I-9 form and a W-4 form).

What kinds of jobs are available? Students work in all areas of the university (e.g., athletics, bus driving, clerical, computer, child care, library, security). Most new students work in either facilities management or food service. Some students work in off-campus federal work study community service positions, such as reading tutors and child care workers.

Am I guaranteed to earn the full amount of work study listed on my financial aid award letter? No. Work study eligibility reflects earning potential. An offer of \$2,200 of work study on the financial aid award letter is neither a guarantee of employment, nor a guarantee of \$2,200 in earnings. Students may be hired for up to 20 hours per week (3-10 hours/week is common). The 2009-10 student pay rates start at \$7.20 per hour, depending on where the student works. Total earnings will vary depending on the rate of pay and the number of hours worked.

What documents do I need? You will need to bring either (a) your driver's license AND your Social Security card OR (b) your passport in order to complete an I-9 Form (required of all employees). You also must complete a W-4 Form BEFORE beginning work. Most new students complete these forms during Welcome Week.

How am I paid for the hours I work on campus? Most students sign up for direct deposit. Students who do not sign up for direct deposit will have a check placed in their P.O. box every two weeks per the payroll cycle.

How do I set up direct deposit? We encourage all students to set up direct deposit to receive their paycheck. Funds are deposited into their bank account on the actual payday. Access this form at www.bethel.edu/finaid/cas/jobs/students/student-forms. Submit a voided check with the direct deposit form to the Business Office. If you have any questions about this procedure, please contact the Business Office (651.638.6208).

Minnesota State Grants

The Minnesota State Grant helps Minnesota students from low- and moderate-income families pay for educational expenses at eligible Minnesota colleges or universities.

Deadline: Your FAFSA must be received by the federal application processing center no later than 30 calendar days after the start of the term. Students who miss this deadline must wait until the next semester to receive a Minnesota State Grant.

State Grants Formula: All Minnesota State Grant awards are subject to change if the Minnesota State Legislature or the Minnesota Office of Higher Education changes the state grant formula. When the formula changes, Bethel will recalculate state grants for all students and notify students of the new grant amount.

Maximum State Grant Based on 15 Credits per Semester. The amount of Minnesota State Grant varies depending on how many credits students take each semester. The maximum award is offered to students taking at least 15 credits per semester. Credits taken during interim may count toward either the fall semester or the spring semester for the purpose of calculating a Minnesota State Grant, as illustrated below.

Enrollment			Credits Used in Minnesota State Grant Calculation	
Fall	Interim	Spring	Fall Minnesota State Grant Credits	Spring Minnesota State Grant Credits
12 credits	3 credits	12 credits	12 fall + 3 interim = 15 credits	0 interim + 12 spring = 12 credits
13 credits	3 credits	14 credits	13 fall + 2 interim = 15 credits	1 interim + 14 spring = 15 credits
14 credits	0 credits	16 credits*	14 fall + 0 interim = 14 credits	0 interim + 16 spring = 16 credits

Credits from fall semester cannot be applied toward a spring semester Minnesota State Grant (or vice versa). Only interim credits can “migrate” to either fall or spring semester.

Revisions: The anticipated enrollment students report on their Bethel University Financial Aid Application is used when calculating the amount of the Minnesota State Grant. About three weeks after the beginning of spring semester, the financial aid office recalculates state grant eligibility based on actual enrollment. These changes are made retroactive to the beginning of the semester. Students are notified in an updated award letter if their grant changes.

Satisfactory Academic Progress: Minnesota State Grant recipients must maintain satisfactory academic progress (See p. 20 for a summary of the Satisfactory Academic Progress policy).

Four Years of Eligibility: Once students have attempted the equivalent of four years of full-time postsecondary education, they are not eligible for a Minnesota State Grant. Check with a financial aid counselor if you have questions about the effects of additional schooling on your Minnesota State Grant eligibility.

Frequently Asked Questions

How is financial aid affected by...

- 1. Getting married?** Students do not always receive a better financial aid package because they are married.
 - To determine whether it is best for you to complete your FAFSA before getting married or to wait until after you are married, visit www.getreadyforcollege.org and click on “Financial Aid Estimator.” Complete two estimates, one as a single student (include parents’ data) and one as a married independent student (include spouse’s data). Print the results of your estimates.
 - After completing the estimates, schedule an appointment with a Bethel financial aid counselor to discuss the results. Bring copies of the estimate results to your appointment.
 - Remember, once the FAFSA is submitted, your marital status cannot be updated, even if you later get married.

- 2. Studying abroad?**

- Students may receive financial aid when studying in a Bethel-sponsored off-campus program.
- The amount of gift aid will not increase if the program costs more than a semester at Bethel. Students will be responsible for difference.
 - Institutional grants and scholarships may be used for one semester of study in a Bethel-sponsored off-campus program. Contact the Office of University Financial Aid for details.

- 3. Private scholarships?**

- Bethel encourages students to seek scholarships from other sources.
- Receipt of private scholarships may reduce loan and/or work eligibility to keep the recipient’s total aid package within federal limits.
- Institutionally controlled grants and scholarships are reduced if total gift aid from all sources exceeds the tuition, room, and board fees paid to Bethel.

- 4. Moving on or off campus?**

- Recipients of the Transfer Campus Housing Grant and Bethel Campus Housing Grant must either live in campus-controlled housing or participate in a Bethel-approved, off-campus semester program. Recipients who choose to live off campus will forfeit these two grants.
- Other grants and scholarships are not affected by students’ housing choices.
- Please contact the financial aid office prior to moving off campus if you have questions about how the move will affect your financial aid.

Helpful Financial Tip #3
Limit or eliminate credit card use. If you use credit cards, know the limit on the card and make payments on time.

Calculation

State Grant Credits

Living = 12 credits

Living = 15 credits

Living = 16 credits

How is financial aid affected by . . .

5. Dropping credits or withdrawing from Bethel?

- Students must be full time to receive non-need-based Bethel grants and scholarships (e.g., Dean's Scholarship, Ministerial Scholarship).
- Students considering dropping credits or withdrawing from college mid-term should contact the Office of University Financial Aid before making changes in their enrollment level to determine any financial aid impact these changes may produce.

6. Repeating classes to improve my grade point average?

- On occasion, students may repeat a class to improve their grade point average. These repeated credits are excluded when calculating financial aid eligibility if the student had a passing grade. Refer to the Satisfactory Academic Progress policy for more details (page 20).

When is financial aid applied to my student account?

- Scholarships from Bethel are divided equally between fall and spring terms.
- Grants and scholarships from Bethel are applied to student accounts about one week before the beginning of fall semester and the beginning of spring semester.
- Loans are applied to student accounts after the funds are received, but no earlier than 10 days before the semester begins.
- Private scholarships (e.g., Dollars for Scholars) are applied to student accounts after the funds are received.

Can I use financial aid to pay for my rent if I live off campus?

- Yes. Students may request a refund of any credit on their student account after the end of the "drop-add" period to apply to rent. Submit your formal request to the Business Office. If there is a PLUS (parent) loan on the account, the Business Office will need permission from the parent for the student to receive the credit balance.
- Students may withdraw up to \$100 in cash per day at the Business Office banking windows.
- If a PLUS (parent) loan generates a credit balance on the student account, federal regulations require Bethel to send a check for the credit amount to the parent within 14 days.

What payment options are available?

1. Sign up for the Monthly Payment Plan

As of the date this publication went to press Bethel was reviewing payment plan options for the 2009-2010 year. For up-to-date information, visit www.bethel.edu/business-office or contact the Business Office at 651.638.6208 (toll-free: 800.255.8706, ext. 6208).

2. Pay your bill at the beginning of each semester.

- Fall semester charges for tuition, fees, room, and board are due on the day classes begin.
- Spring semester and interim charges for tuition, fees, room, and board are due on January 15.
- A finance charge of 1% per month will be assessed on any unpaid balance more than 30 days old.
- Payments can be mailed to Bethel University Business Office, 3900 Bethel Drive, St. Paul, MN 55112.

Do I need to re-apply for financial aid each year?

Yes. Because your circumstances may change from year to year, and because different financing options are often available to continuing students, you need to fill out a new FAFSA and Bethel University Financial Aid Application every year (priority deadline of April 15 for the coming fall).

Where can I find additional scholarships (outside of Bethel)?

Begin your search on Bethel's website at www.bethel.edu/finaid/cas/links; inquire at your church, your high school guidance office, your local civic organizations, and your employers (both yours and your parents').

What is the TEACH grant and who qualifies?

Eligible students who plan on being teachers qualify for this grant.

- Recipients must serve as a full-time, highly qualified teacher in a high-need field in a school serving low-income students for a minimum of four years within eight years of completing their course of study or this grant reverts to a Direct Unsubsidized Loan.
- Apply using the FAFSA.
- Students must complete an Agreement to Serve and TEACH entrance counseling each year they receive a TEACH Grant.
- For additional information or to complete the agreement to serve and/or receive entrance counseling, visit www.bethel.edu/finaid/teach.

Satisfactory Academic Progress

In order to ensure satisfactory completion of a degree, and in keeping with federal and state regulations, all financial aid recipients must meet the following minimum standards:

- **Quantitative Standard:** Complete at least 67% of their attempted credits. (Students with 1-60 attempted credits must complete at least 60%, and students with 60-89 attempted credits must complete at least 65%.) When students retake classes to improve their grade point average, the class counts as “attempted credits” every semester, but only counts as “earned credits” once (assuming the student earns a passing grade). Students should take care to ensure that they do not retake so many classes that their ratio of attempted to completed credits falls below the Satisfactory Academic Progress quantitative standard.
- **Time Standard:** Complete their first baccalaureate degree within 183 attempted hours (or 92 hours for an associate’s degree).
- **Qualitative Standard:** Maintain a cumulative grade point average of at least 2.00.

Financial Aid Probation and Termination

Students who do not meet the above standards of satisfactory progress at the end of spring term will automatically be placed on financial aid probation for the following academic year. Financial aid may still be received during the probation period. At the end of the probation period, the student must again be making satisfactory academic progress as outlined above or financial aid will be terminated. Students will be removed from financial aid probation if they are again making satisfactory academic progress.

If at any point it becomes clear that a student will not be able to meet the quantitative standard by graduation, the student becomes ineligible for aid and will be terminated from financial aid without a probation period. Students who are academically dismissed (and not reinstated on appeal) by the Office of the Registrar are immediately terminated from financial aid without a probation period.

Appeals

Students who fail to meet satisfactory academic progress standards and lose financial aid eligibility can appeal this decision. The appeal must be made in writing and should be accompanied by appropriate supporting documentation. The appeal form is available at www.bethel.edu/finaid/appeal. Appeals should be submitted to the Office of University Financial Aid and will be evaluated by a cross-departmental appeal committee. Acceptable reasons for appeal include injury or illness of the student, illness or death of an immediate relative of the student, or other extenuating circumstances beyond the student’s control.

Re-establishing Financial Aid Eligibility

Students who have had their financial aid terminated due to lack of satisfactory academic progress may choose to enroll without benefit of financial aid. Such students may request a review of their academic record after any semester

in which they are enrolled without the receipt of financial aid to determine whether they have met the satisfactory academic progress standards. If the standards are met, financial aid eligibility is restored for subsequent terms of enrollment. Students should consult with a financial aid counselor in the Office of University Financial Aid if they have any questions about this policy, the appeal process, or reinstatement of financial aid eligibility.

This is a summary of the Satisfactory Academic Progress Policy. The complete policy is located in the College of Arts & Sciences catalog (cas.bethel.edu/catalog/admitfa/finplan.html#policy).

Refunds

When students withdraw from classes or drop out of school in the middle of a term, they may be eligible for a refund. There are two types of refunds: refunds of institutional charges (tuition, room, meal plan, etc.) and refunds of financial aid. A refund of institutional charges credits money to the student's account (decreasing what he or she owes). A refund of financial aid reduces the amount of financial aid available to pay the institutional charges (increasing what he or she owes).

Students planning to withdraw from all classes must notify the Office of Student Development. There they will complete a withdrawal form, a requirement before the enrollment deposit is refunded.

Tuition and Housing Refunds. Refunds for tuition and housing are based on the date of official withdrawal with the Office of Student Development.

Through the sixth day of each semester	100%
Through Friday of the third week	75%
Through Friday of the fifth week	50%
Through Friday of the seventh week	25%
After Friday of the seventh week	No refund

Course Fee Refunds. Course fees are refunded in full through the 100% tuition refund period; thereafter there is no refund of course fees.

Meal Plan Refunds. Students with a meal plan who officially withdraw or are suspended and want to cancel their meal plan should contact the Office of Campus Services. These students may receive a prorated refund of their meal plan based on either their last date on the meal plan or their withdrawal date, whichever is later.

Financial Aid Refunds. Students who withdraw from all classes during the 100% tuition refund period will receive a full refund of all their financial aid unless they complete a Supplemental Withdrawal Form (available in the Office of Student Development), documenting their attendance at each class. Upon receipt of the Supplemental Withdrawal Form, the federal financial aid refund policy will be calculated. If students receive a full (100%) refund of tuition, they are ineligible for any state, institutional, or private sources of financial aid.

Federal (Return of Title IV Funds) Refund Policy. Students with federal aid who withdraw (or are expelled) after a semester starts but before completing 60% of the term may need to return a portion of their federal (Title IV) aid. The percentage of Title IV aid to be returned is equal to the number of days remaining in the semester divided by the number of calendar days in the term. Scheduled breaks of more than four consecutive days are excluded.

Minnesota Office of Higher Education (OHE) Financial Aid Refund Policy. Bethel is required to use the OHE financial aid refund policy when calculating refunds for Minnesota State Grants and Minnesota SELF loans. Students retain funds earned through the Minnesota State Work Study Program prior to withdrawing from Bethel.

Financial Aid Refunds for Institutional and Private Funds. After calculating the federal and Minnesota financial aid refund policies, institutional and private gift aid is reduced by the same percent as the student's tuition was reduced.

This is a summary of the current Refund Policy. The complete policy is located in the College of Arts & Sciences Catalog (cas.bethel.edu/catalog/admitfa/finstucosts.html#refunds).



Key Dates That Affect Financial Aid Eligibility

April 15, 2009	Priority financial aid application date.
May 10, 2009	Student employment application deadline for new and transfer students eligible for need-based work study.
July 1, 2009	Sign up for a monthly payment plan.
July 1, 2009	Priority deadline for all loan processes (e.g., promissory notes; Loan Response Form; loan entrance counseling for Perkins, Direct, and SELF Loans).
August 1, 2009	Partnership Grant forms and checks due (church matching scholarship program).
September 1, 2009	Fall semester begins/fall bill due.
September 16, 2009	The financial aid office begins adjusting aid for students who do not meet eligibility requirements (e.g., on-campus housing, enrolled less than full time, GPA for ACG and SMART, and MN State Grant adjustments).
September 30, 2009	FAFSA deadline for fall semester Minnesota State Grants.
December 10, 2009	Last day to request a loan for fall semester.
January 5, 2010	Interim classes begin.
January 15, 2010	Interim and spring semester bill due.
February 1, 2010	Spring semester begins.
February 10, 2010	2010-2011 Departmental Scholarship (Special Awards) application deadline.
February 15, 2010	The financial aid office begins adjusting aid for students who do not meet eligibility requirements (e.g., on-campus housing, enrolled less than full time, GPA for ACG and SMART, and Minnesota State Grant adjustments).
April 15, 2010	Students attending summer school at Bethel should apply for financial aid for summer term.
April 15, 2010	Priority deadline for 2010-2011 Financial Aid Applications.
May 20, 2010	Last day to request a loan for spring semester.
May 27, 2010	Summer school begins.

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