FINANCIAL AID INFORMATION AND POLICIES

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Vice President of Student Financial Services

Student Financial Services (SFS) Mission Statement: Student Financial Services exists to empower students to make informed decisions regarding funding their Liberty University education by providing unrivaled access to institutional resources, federal and state aid, and military benefits. We come alongside students to help fulfill their God-ordained purpose by providing exceptional customer service and innovative solutions and programs while maintaining the highest standards of accuracy and compliance.

The Financial Aid Office coordinates and administers the financial aid programs for the University and provides financial assistance to all eligible students. A student who needs financial assistance is expected to contribute by working or borrowing a reasonable portion of the funds needed for educational expenses.

Financial aid is available to eligible students to help meet education-related expenses. The types of financial aid available include grants, scholarships, employment, loans, and sources of external aid. Grants and scholarships are "gift aid" and do not need to be repaid. Employment offered as a type of financial aid is paid at a predetermined rate for work performed in an approved work-study job. Loans must be repaid to the lender based on the terms of the signed master promissory note and agreed repayment plan, typically after the student leaves school. The Financial Aid Office processes several different forms of external aid for both Online and Residential students. The Financial Aid Office does not approve or deny any form of external aid, but will process what has already been approved by a donor or funding entity.

In an effort to keep students' interests as our top priority, and in accordance with 34 CFR 668.14(22)(i), the Financial Aid Office does "not provide any commission, bonus, or other incentive payment based directly or indirectly upon success in securing enrollments or financial aid to any person or entity engaged in any student recruiting or admission activities or in making decisions regarding the awarding of title IV, HEA program funds, except that this limitation does not apply to the recruitment of foreign students residing in foreign countries who are not eligible to receive title IV, HEA program funds."

All applicants for financial aid are required to:

1. Apply for admission and be accepted to the University;
2. Be degree-seeking. Student auditors, dually enrolled high school students and special non-degree seeking students are not eligible for federal financial aid; and
3. Complete, electronically sign, and submit a Free Application for Federal Student Aid (FAFSA) through the U.S. Department of Education (ED) by the Liberty institutional fall priority deadline date of **January 15th** each year in which federal and institutional financial aid is desired. Every student must have a Federal Student Aid ID (FSA ID) to start and sign the FAFSA. This can be requested here. Students are encouraged to apply early for optimum financial aid benefits. Students should complete the FAFSA on the web and add Liberty University on the school selection page so that we receive the student's FAFSA record. Liberty University's school code is 010392. Applicants and spouse (as applicable) are required to provide consent for their I.R.S. tax information (if applicable) to be automatically transferred into the FAFSA through the FUTURE Act Direct Data Exchange (FA-DDX), to ensure the information on the FAFSA is accurate and to be eligible for consideration of aid. For new students starting in the spring semester, the Liberty institutional priority deadline date to file the FAFSA is **October 1st**.
4. Complete FAFSA verification or any other aid reviews when required.

Once the completed FAFSA is received by ED, information provided by the student on the FAFSA is used to generate a FAFSA Submission Summary. The FAFSA Submission Summary includes the date a student's FAFSA was completed, the date processed by ED, and the 4-digit data release number (DRN). The summary also includes the Student Aid Index (SAI) and the student's estimated federal financial aid eligibility. The SAI is used to determine the student's financial need, including both federal aid and Liberty-provided scholarships and grants. Lastly, the FAFSA Submission Summary includes comparison information about the schools the student specifically selected to receive his or her FAFSA, and it includes any next steps a student may need to complete related to their federal financial aid.

The student's financial need is the difference between the Cost of Attendance and the SAI. The Cost of Attendance may include the educational expenses of:

- Tuition and Fees;
- Living Expenses (food and housing for students living on and off campus);
- Loan Fees;
- Books, Course Materials, Supplies, and Equipment;
- Transportation;
- Personal/Miscellaneous expenses;
- Computer Purchase; and
- Professional Licensure if applicable

The amounts for these educational expenses are the student's estimated **Cost of Attendance at Liberty University**, and they become the student's budget for financial aid purposes. Only the actual tuition, fees, and food and housing (for resident students living in campus housing) costs are charged on the student's University bill.

Financial aid recipients are selected based on demonstrated financial need, academic success, and other merits. Most financial aid awards are based on full-time enrollment in aid-eligible courses, which is a minimum of 9 credit hours for a graduate student per semester. Each financial aid recipient is issued an official Financial Aid Offer, which is the University's official estimate of a student's financial aid and costs to attend for the academic year. Financial Aid Offers are emailed to the student's Liberty email account. It is the student's responsibility to review the Financial Aid Offer and notify the Financial Aid Office of any additional aid being received and of any desired reduction or cancellation of the aid offered. Students who want to reduce or decline federal student loans that are automatically offered to eligible students can complete an electronic Federal Direct Student Loan Request Change Form in their ASIST accounts.

To continue to receive institutional or federal student aid, a Liberty University student must maintain Financial Aid Satisfactory Academic Progress (SAP). The link to Liberty University's policy for determining SAP is listed in the Appeals and Complaints Policies below.

For more information on financial aid, visit the Financial Aid Office located in the Student Service Center at Green Hall or on this page.

Financial Aid Withdrawal Policy

When students cease attendance in all aid-eligible classes in a given semester, they will be subject to a proration of all federal, state, and institutional aid. This proration takes into account the total number of days that the student was enrolled. Dropping a course may reduce the number of sub-terms for which a student is enrolled and may result in a recalculation of all of the components that make up the cost of attendance. Lastly, if a student registers full-time and subsequently withdraws from one or more courses which results in his or her remaining enrollment changing from full-time to part-time, the student will be charged the part-time tuition rate for the remaining courses in that semester. If the new tuition rate results in a balance, the student is responsible for paying this balance.

The full policy statement and procedures are published in the Policy Directory online.

Financial Aid Repeat Policy

Federal regulations limit the amount of federal aid that can be used when repeating a course that has previously been passed with any grade higher than an "F."

The full policy statement and procedures are published in the Policy Directory online.

Financial Aid Disbursement Policy

Disbursing aid is the process in which the school pays funds directly to the student's school account from either internal or external aid sources, which is different from a refund. Financial aid disburses 21 days after the student becomes eligible.

The full policy statement and procedures are published in the Policy Directory online.

Additional information regarding how disbursements work including examples can be found on our Financial Aid Disbursement webpage.

Consumer Information Statements

Liberty University, as permitted by federal regulation [34 CFR 668.41], electronically disseminates consumer information, including the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act information. Upon request, the institution will provide a free paper copy. Anyone signing or processing financial aid forms or seeking information or assistance at Liberty University must read, understand, and comply with the requirements disclosed.

The full policy statement and procedures are published in the Policy Directory online.

Examples of Important Consumer Information

- Campus Crime Reporting and Statistics including:
  - Emergency Notification Procedures
  - Fire Safety Reporting
  - Hate Crimes Reporting
  - Missing Student Reporting Procedures
- Completion and Persistence Rates Information
- Constitution and Citizenship Day Information

- Drug Abuse and Prevention Program Information
- Equity in Athletics Disclosure Act Information
- Peer-2-Peer File Sharing Policy
- "Red-Flag" Rule (Identity Theft) Information
- Returning Service Members Policy
- Textbook Price and Cost Calculator Information
- Voter Registration Information

Student Rights and Responsibilities

Information about a student's rights and responsibilities regarding financial aid eligibility may be found in the Financial Aid Consumer Information Policy, which is published in the Policy Directory online.

Award Terms and Conditions

The full policy statement and procedures are published in the Policy Directory online.

Enrollment Levels and Types

The full policy statement and procedures are published in the Policy Directory online.

Federal Title IV Student Aid Programs
Eligibility for Federal Aid

To receive federal aid, a student must:

- Be a United States Citizen or eligible non-citizen;
- Demonstrate financial need for need based aid;
- Have a high school diploma, a General Education Development (GED) certificate, or have completed a federal aid eligible homeschool program;
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program;
- Be enrolled in courses that are within the student's program of study;
- Certify that you are not in default on a federal student loan and do not owe money on a federal student grant;
- Have a valid Social Security Number;
- Maintain Satisfactory Academic Progress (SAP) once in school;
- Certify that you will use federal student aid only for educational purposes.

Federal TEACH Grant Summary

The Federal TEACH grant program is the first federal grant program that requires a service agreement and has the potential of converting to an unsubsidized loan with compounded interest from the original disbursement date. The full policy, statement and procedures are published in the Policy Directory online.

Federal Direct Student Loans

Federal Direct Student Loans are low interest loans available to students who are enrolled at least halftime, and these loans do not require a credit check. Graduate students may be eligible for unsubsidized loan funds in which the student pays interest while in school. The student has the option to capitalize the interest (add it to the principle) while in school or making payments on the interest while in school. Repayment begins six (6) months after students graduate, withdraw, break enrollment, or

drop below half-time status. We encourage all borrowers to only borrow what is needed to cover educational expenses. Additional information regarding Federal Direct Student loans can be found on our general loan webpage and our loan consumer information webpage.

Federal Direct Graduate PLUS Loan

Federal Direct Graduate PLUS Loans are federally backed student loans, guaranteed by ED. A Federal Direct Graduate PLUS Loan is a credit-based loan, unlike Federal Direct Student Loans, and requires a student to be enrolled in at least a half-time course load. Additionally, the Graduate PLUS Loan can cover educational expenses up to the student's cost of attendance, less other financial aid. We encourage all borrowers to only borrow what is needed to cover educational expenses.

Additional information regarding the Federal Direct PLUS loans can be found on our general loan webpage and our loan consumer information webpage.

Federal Work Study (FWS)

The Federal Work Study program provides part-time employment opportunities for students who have a demonstrated financial need based on the FAFSA. The total amount of aid a student receives from both federal and non-federal sources cannot exceed their financial need. The $5,000 in FWS funds cannot be applied toward the student's account balance during their initial Financial Check-In (FCI) completion. Students who earn FWS wages will not have this income count against them in their SAI on the following year's FAFSA. Graduate students who have completed the FAFSA are welcome to request consideration for FWS funding by emailing the Financial Aid Office at financialaid@liberty.edu. The full policy statement and procedures are published in the Policy Directory online.

Virginia Student Aid Programs
Virginia Tuition Assistance Grant Program (VTAG)

Established in 1972, the Virginia Tuition Assistance Grant Program (VTAG) is designed to assist Virginia residents who attend accredited private, non-profit colleges and universities in Virginia (excluding religious training or theological education). Graduate students enrolled in a program related to health professions (CIP code 51 programs) may be eligible. The VTAG is authorized in Chapter 4.1 Section 23-38.11 through 18 of the Code of Virginia as the Tuition Assistance Grant Act.

Applications must be submitted to the Financial Aid Office before the published annual deadline of September 15 in order to be considered for the maximum award amount. Award amounts for the 2024-2025 academic year are as follows:

- Residential Graduate Amount: $5,000
- Online Graduate Amount: $2,560
- Grandfathered Online Graduate Amount: $1,700

The award amounts for the 2025-2026 academic year have not yet been finalized. Additional information can be found on our VTAG webpage.

Liberty University Scholarships
The General Scholarship Rule (GSR)

The full policy statement and procedures are published in the Policy Directory online.

For additional information about Liberty University institutional scholarships, please visit our scholarships webpage.

Outside Scholarships

Outside scholarships are scholarships that students use as additional funding. Scholarships may be awarded from foundations, churches, retail businesses, etc. Additional information about outside scholarships can be found on our external aid webpage.

Standard Corporate Tuition Assistance

Standard Corporate Tuition Assistance is a program in which an employer pays Liberty University directly for a student's classes during the semester.

The student must contact his or her Human Resources department for information concerning tuition assistance benefits. Details about eligibility requirements and processing Standard Corporate Tuition Assistance can be found on our external aid webpage.

Reimbursements

Students who receive tuition benefits after they have completed their courses may request a receipt from the Student Accounts Office at the end of the semester.

Appeal and Complaint Policies

Policies and processes for residential and online students who wish to file a complaint or appeal their financial aid awards are published on our Appeal and Complaints webpage.

Financial Aid Satisfactory Academic Progress Policy (SAP)

This policy describes the **Financial Aid** Satisfactory Academic Progress requirements and is in addition to and operates separately from the **Academic** Satisfactory Progress requirements for each academic program.

The full policy statement and procedures are published in the Policy Directory online.

Institutional Scholarship Appeal Process

A student may appeal the decision to cancel eligibility for a scholarship by sending a detailed, written and signed letter stating any mitigating circumstances to be considered. The full policy statement and procedures are published in the Policy Directory online.

Financial Aid General Appeal for Assistance

The full policy statement and procedures are published in the Policy Directory online.

Virginia State Grant Appeal Process

A formal appeal concerning the decision to deny approval for state grant eligibility may be filed by contacting the State Grants Supervisor in the Liberty University Financial Aid Office. The full policy statement and procedures are published in the Policy Directory online.

Federal Student Loan Appeal Process

The full policy statement and procedures are published in the Policy Directory online.

Submitting Complaints of Fraud, Waste, and Abuse to The Office of Inspector General

Anyone suspecting fraud, waste, or abuse involving ED funds or programs should contact the Inspector General's Office. The full policy statement and procedures are published in the Policy Directory online.

Athletic Scholarship Appeal

The full policy statement and procedures are published in the Policy Directory online.

Continuing Education (CE) Appeal

Employees who are not eligible to receive a portion of their CE benefits due to an unusual credit hour count, such as 5 hours, may appeal the denial of their eligibility to allow them to use CE for up to the 18 credit hours limit. The full policy statement and procedures are published in the Policy Directory online.

State Complaint Contact Information

The full policy statement and procedures are published in the Policy Directory online.

Student Complaint Resolution Process

The full policy statement and procedures are published in the Policy Directory online.

Resident Complaint Reporting

The full policy statement and procedures are published in the Policy Directory online.

Online Student Complaint Reporting

The full policy statement and procedures are published in the Policy Directory online.