# TABLE OF CONTENTS

Office of Student Financial Assistance ................................................................. 2

Financial Aid ........................................................................................................ 2
  Financial Aid Application Procedures .............................................................. 3
  Student Eligibility Requirements and Conditions for Receiving Financial Aid .............. 3

Academic Scholarships .......................................................................................... 4

Financial Aid Dates & Deadlines .......................................................................... 4

USF makes every effort to ensure that all qualified students have access to an education. All student financial aid programs are administered or coordinated through University Scholarships & Financial Aid Services (USFAS).

USFAS's web site provides step-by-step guidance through the financial aid application process. USF's Online Access Student Information System (OASIS) allows students to monitor the status of their financial aid from application to disbursement of funds.

All students wishing to receive financial aid are encouraged to start the financial aid process as early as possible. The first step is to complete and submit the Free Application for Federal Student Aid (FAFSA) online. For more detailed guidance and information, log onto the USFAS website https://www.usf.edu/financial-aid/ or stop by University Scholarships & Financial Aid Services.

USF St. Petersburg
(727) 873-4128
https://www.usfsp.edu/financial-aid/

USF Sarasota-Manatee
(941) 359-4459
http://usfsm.edu/financial-aid/

Financial Aid

In addition to finding a wealth of information on the web regarding your financial aid, you can monitor your aid application via OASIS: https://oasis.usf.edu/.

The first step in obtaining financial aid is filing the Free Application for Federal Student Aid (FAFSA) at https://fafsa.ed.gov/. Be sure to list the University of South Florida, school code #001537, as a school to receive your information.

Since many programs are funded on a limited basis, it is to your advantage to apply early. Priority application dates and detailed information regarding financial aid are provided each year on the Scholarships and Financial Aid Services’ website. Check out USF’s scholarship information at https://www.usf.edu/financial-aid/scholarships/.

University Scholarships & Financial Aid Services communicates important information regarding aid exclusively via the student’s USF e-mail account. Tuition deferments are automatically posted for qualified financial aid applicants. The deadline for tuition payment can be found at https://www.usf.edu/business-finance/controller/student-services/.

If you withdraw from USF, either officially or unofficially, before the end of a semester, you may be required to repay all or a portion of the aid you received. For detailed information on the Federal Return of Title IV Funds requirement, go to https://www.usf.edu/financial-aid/know-this/withdraw.aspx.

Each USF institution has financial representatives:

- Tampa: (813) 974-4700
- Sarasota-Manatee: (941) 359-4459
- St. Petersburg: (727) 553-4128

If you are outside the calling area, call University Scholarships & Financial Aid Services at 1-877-USF-BULLS.
Financial Aid Application Procedures

The FAFSA can be filed electronically at https://studentaid.ed.gov/sa/fafsa:

- Using the IRS Data Retrieval Tool found within the FAFSA is the most accurate and secure method of providing the required federal tax information.
- Applicants who use the unchanged data generated by the IRS Data Retrieval Tool will not be required to provide federal tax return transcripts from the IRS to the financial aid office.
- Students who are selected for verification who did not use the IRS Data Retrieval Tool, or changed data after using the tool, may be required to submit IRS tax return transcripts to verify tax information.
- Per federal regulations, copies of income tax returns (Form 1040, 1040EZ, etc.) are not acceptable. The only exceptions to this rule include those who file tax returns in Puerto Rico or foreign countries.

Information provided on the Student Aid Report (SAR) should be reviewed thoroughly:

- Review all correspondence, follow instructions on the Student Aid Report (SAR), and follow through within 5 – 10 business days. Delays can be costly as well as frustrating.
- The U. S. Department of Education will select students for a process called verification. If selected, students will be required to provide documents supporting the information submitted on the FAFSA. Subsequent requests for data may be necessary after initial submissions are reviewed. Prompt response to requests will expedite completion of this process.
- Students selected for verification for the 2019-20 aid year are advised to submit all requested documents within ten business days of being notified what requirements are needed. Students should have a completed financial aid file no later than 60 days prior to the beginning of a semester.
- Late or incomplete submission of documents can result in delayed disbursements or possible loss of eligibility for aid.
- Offered federal funds and other need-based financial aid are considered estimates until verification is complete and all necessary corrections have been made.

Student Eligibility Requirements and Conditions for Receiving Financial Aid

2018-19 Financial Aid Terms & Conditions

Your financial aid award offer is based on full-time enrollment and reflects your eligibility based on your grade level, residency status and other program specific criteria at the time of the award offer. If you enroll less than full time, your budget will be reduced to reflect your enrollment status and award amounts adjusted accordingly. Your award amounts may be revised starting 30 days prior to the start of each semester, based on your credit hour enrollment and the length of your courses.

NOTE: If you received an aid offer after these adjustments started in a given semester, your budget and award amounts may already reflect your enrollment.

If you do not enroll in the fall semester, your initial offer is void and you will be re-awarded if you enroll in the spring. This may result in a loss of previously awarded aid funds.

Your eligibility for financial aid funds requires you to satisfy the following terms and conditions:

1. Enroll as a degree seeking student.
2. Meet the specific enrollment requirements (https://www.usf.edu/financial-aid/enrollment-status.aspx) and academic requirements to receive funds for each financial aid program you have been awarded. More information about the requirements for your specific awards is available in OASIS (https://usfonline.admin.usf.edu/pls/prod/twbkwbis_P_WWWLogin) after you accept these Terms and Conditions.
3. Report funds you expect to receive from sources not shown on your award notice to minimize delay in your aid being paid. Examples of such sources include tuition waivers, fellowships, scholarships, veteran’s benefits, or vocational rehabilitation benefits. Notify us immediately via OASIS. Choose 'Financial Aid,' then ‘My Award & Loan Information,’” then ‘Resources/Additional Information’ tab. Enter the resource information and submit. Your financial aid offer may need to be reduced and aid repaid.
4. **Attend class.** Attendance is required to receive financial aid (including student loans). If you drop some classes (https://www.usf.edu/financial-aid/know-this/drop-credits.aspx), stop attending all classes, or totally withdraw (https://www.usf.edu/financial-aid/know-this/withdraw.aspx) you may be required to immediately repay some financial aid (including student loans).

5. **Check your financial aid Satisfactory Academic Progress (SAP) status** (https://www.usf.edu/financial-aid/sap/index.aspx) each semester in OASIS. Under the Financial Aid tab, click ‘My Award and Loan Information’. Your SAP status each semester must be eligible at your degree level in order to receive funds from most financial aid programs.

6. **Check OASIS** each semester to see that you have satisfied all requirements to receive financial aid. Choose ‘Financial Aid,’ then ‘My Requirements, Bookstore Authorizations and Deferments.’

7. **Verification** (https://www.usf.edu/financial-aid/verification/) must be completed and your FAFSA (https://fafsa.ed.gov) information updated (if required) before your aid can be disbursed. If you do not complete verification promptly when requested, aid previously offered may be cancelled.

### Academic Scholarships

University Scholarships & Financial Aid Services (USFAS) provides prospective and currently enrolled students with a central location to access scholarship information. The office administers the Florida Bright Futures Scholarships, and a variety of privately-funded scholarships made possible through the generosity of friends and alumni of the University. USFAS also manages the scholarship renewal process for students who have been awarded scholarships through the Undergraduate Admissions Office (https://www.usf.edu/admissions/). An online search for USF scholarships may be found at: [https://usfweb2.usf.edu/finaid/scholarships/](https://usfweb2.usf.edu/finaid/scholarships/).

The Office of Undergraduate Admissions offers a number of scholarships based on academic merit to students planning to enter USF for the first time as a freshman or upper-level transfer student. These scholarships are highly competitive. The criteria noted for the various scholarships are used as minimum starting points for consideration; meeting or exceeding the minimum requirements will not guarantee selection.

To be considered for **Florida resident** merit-based scholarships from the Office of Admissions, students must submit a complete admissions application by January 15. For additional information about the awarding process, please visit Freshman Scholarship Requirements & Timeline (https://www.usf.edu/admissions/freshmen/admissions-scholarships/requirements.aspx). All scholarships are awarded on a funds available basis to students that have been admitted to the Tampa campus. Scholarships are not transferrable to other USF campuses.

For **non-Florida residents**, a limited number of out-of-state tuition waivers are available based on academic performance. See [https://www.usf.edu/admissions/freshmen/admissions-scholarships/nonflorida.aspx](https://www.usf.edu/admissions/freshmen/admissions-scholarships/nonflorida.aspx) for more information.

The individual colleges of the University administer some scholarships directly through the Dean’s Office in each college.

### Financial Aid Dates & Deadlines

- January 1, 2019 – Priority deadline for 2019-20 FAFSA
- February 1, 2019 – 2019-20 Scholarship deadline for Summer/Fall 2019 First Time in College admits
- March 1, 2019 – 2019-20 Scholarship deadline for Summer/Fall 2019 Transfer admits
- April 15, 2019 – 2019-20 Scholarship deadline for continuing students

For a Checklist & Priority Dates, see [https://www.usf.edu/financial-aid/checklist.aspx](https://www.usf.edu/financial-aid/checklist.aspx)