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APPLICATION PROCESS

How do I apply for financial aid?

To apply for financial aid, you must complete the on-line Free Application for Federal Student Aid (FAFSA) each year. List Colorado Heights University, Federal Code 032893, in the school section of the FAFSA. The FAFSA must be completed on-line at: www.fafsa.ed.gov.

What is a PIN number?

The U.S. Department of Education issues each student (and each parent) a unique personal identification number that can be used to apply for financial aid each year. You can apply for this number at: www.pin.ed.gov/
Be sure to keep a secure record of PIN and challenge question used to complete FAFSA.

What is a priority deadline date?

You should file your FAFSA each year by May 1st to allow sufficient processing time for your aid to be ready when classes begin and to be considered for all types of aid for which you are eligible. Both the Federal Pell Grant and the Federal Direct Loans are available year-round to those students who qualify. NOTE: ESL applicants may be able to file later in a year in accordance with the enrollment start date but no later than 30 calendar days before classes begin.

What is Colorado Heights University's school code and where do I enter it?

Colorado Heights University's federal school code is 032893 and should be entered in the school section of the FAFSA.

What is the FAAL?

The Financial Aid Award Letter (FAAL) is available in Financial Aid Office. Sign the FAAL to indicate that you are accepting grant, scholarship or student loans and applicable responsibilities. Return signed form to Financial Aid Office.

My parents refuse to provide their information on the FAFSA. What should I do?

If you are classified as a dependent student for financial aid (see the FAFSA), the federal government expects that parents will assist with educational expenses to the extent that they are capable and your parent's information must be included on the FAFSA. All of the information submitted on the FAFSA and to our office is kept strictly confidential and completion of the financial aid forms does not constitute a financial obligation. The information provided is used to measure the amount of financial aid you are eligible for.

Do I have to reapply for financial aid?

Yes, you need to complete and submit the new FAFSA every year by May 1st. You may lose on financial aid if you do not reapply by this deadline date.

My parents are divorced or separated. Who should fill out the FAFSA?

Use the information of the parent with whom you lived the most in the last 12 months. If you did not live with one parent more than the other, answer in terms of the parent who provided the most financial support during the last 12 months or during the most recent calendar year that you actually were supported by a parent.

I completed the FAFSA, but did not list Colorado Heights University as one of my school choices. What do I do now?

If you have your U.S. Department of Education PIN, you can go back to the FAFSA website (www.fafsa.ed.gov) and add Colorado Heights University's code (032893). You can also call the federal toll-free number (1-800-4FED-AID) and ask them to add Colorado Heights University to your FAFSA application.

What is a Student Aid Report (SAR) and when will I get it?

After your FAFSA is processed by the Central Processor, you will be sent the Student Aid Report (SAR) which summarizes the information you reported and provides additional information about your financial aid application. The SAR will be sent to you electronically within three days after you submit the FAFSA if you provided an e-mail address. Otherwise it will be mailed to the street address provided on FAFSA.

I received my Student Aid Report. What do I do now?

Read and review all of the information on the Student Aid Report (SAR). Follow the instructions to make corrections if necessary. If all of the information is correct, keep the SAR in your records. Colorado Heights University will receive this same information electronically directly from the federal processing center.

How do I know how much I owe and how much it costs to attend Colorado Heights University?

Contact Business Office, room 215 in Administration Bldg. for details of your bill.

Do I need to make arrangements to pay my bill even though I have financial aid?

You need to calculate whether your financial aid award(s) will cover the full amount charged on your Student Account. If the aid awarded is less than total charges, then you need to contact Business Office. Be sure that all forms are on file with the Financial Aid Office and your aid is ready to be disbursed.

Can I adjust my budget?

The budget has been established by the Financial Aid Office in accordance with state and federal guidelines. Exceptions to the standardized cost are not available at this time.

What happens if I am selected for verification?

The federal government randomly selects a certain percentage of students for the verification process. If you are selected, we will send you an e-mail with instructions concerning the form(s) you must complete and we will request copies of your federal tax forms (and your parents' tax forms if you are classified dependent for financial aid), including W-2 forms and other income or bank statements.

What is verification and why must I complete it?

Verification is a federally required process that students must complete before awarding can be done. Students do not have the option to have this requirement waived. If you want to be considered for financial aid awards, then you must complete and submit the verification forms and tax forms.

How long will the verification process take?

Once you have provided all requested information and the information that you originally submitted on the FAFSA is correct, you should be awarded financial aid within three weeks. If the information has changed, the corrections process may add one or more weeks of processing time. Financial Aid Office will send you an e-mail when your aid processing has been finalized.

If the information you originally submitted on the FAFSA is incorrect and this results in a change to the FAFSA, the process will take longer while our office electronically sends corrections to the federal processor. Financial Aid Office will contact you when the award letter is ready.

If additional information is needed to finalize your FAFSA, financial aid office will notify you within two weeks. Please provide the requested information as soon as possible so we can continue the awarding process.

I have not heard from Financial Aid about my award yet. Should I be concerned?

It usually takes two to four days for Colorado Heights University to receive the results of your FAFSA from the federal processor. After we receive the information, we determine if your file is complete, verify your admissions status, your financial need, and your eligibility for financial aid. The awarding process follows and typically takes up to three weeks. Our office will contact you to inform you of the processing details and whether you need to submit additional information. Be sure to read your CHU.edu e-mail since all communications are sent to the CHU.edu address.

How can I be considered independent?

The federal government has established guidelines for independent status for financial aid purposes. See the FAFSA to see if you qualify.

http://www.fafsa.ed.gov/FOTWWebApp/fotw1011/WorksheetServlet?locale=en_US&wstype=WSDEP

Why is my aid different this year than last year?

Awards may differ from one year to the next based upon your updated financial situation listed on this year's FAFSA, based on a change in federal guidelines or funding, or on a number of other factors.

Can I have more aid?

Please refer to your Award Letter for the awards that have been offered to you. You may qualify for additional aid if your academic standing increases from one class level to the next, or if you are willing to borrow more loans (an alternative private loan or Federal Graduate PLUS Loan for graduate students). The maximum aid may not exceed Cost of Attendance.

When will I get an award letter?

Approximately two weeks after your financial aid file is complete, you will receive notification that your financial aid award letter is available. The award letter describes the types and amounts of financial aid that are awarded to you.

Why was I awarded as a freshman student?

When your financial aid awards are determined your class level is checked based on the academic credits that have been evaluated during the transcript evaluation. Our office may not be aware that additional academic credits are going to be evaluated. After you have met with registrar or academic advisor, please contact financial aid office if you have revised academic standing.

Why is the aid offered by Colorado Heights University different than aid I was offered at another school?

Each school is allocated different amounts of state and federal financial aid funds and has a different mix of students who are applying for financial aid. Each school strives to allocate these funds in the best possible way for their students. For these reasons, the award letters that you get from different schools may show differences.

What types of aid do I qualify for?

Colorado Heights University will contact you with your award information within two weeks of receiving your completed FAFSA and ask additional information, if required. This award letter will list all of your financial aid.

Why am I receiving only loans?

Other types of financial aid are reserved for only those students who document an extremely high level of financial need or who qualify for aid due to residential, academic, or other criteria. Loans are available to students who show less need or who may not document any need.

How can I get a scholarship?

Scholarship opportunities are posted on the Colorado Heights University web site. Click on Financial Aid tab to learn more about institutional scholarship.

What is subsidized and unsubsidized loan?

When a Federal Direct Loan is subsidized, it means that the federal government will pay the interest that is accruing on the loan while you are enrolled at least half-time in college and during your six-month grace period. If the loan is unsubsidized, then this interest is accumulating during this same time frame and you may elect to pay the interest or defer paying it until your loan enters repayment. You must document financial need in order to qualify for the subsidized federal student loan.

Why was I offered this amount in a Federal Direct Loan?

The amount of your Federal Direct Loan depends on several different factors, including your class standing, the information from your FAFSA, the estimated cost of education that our office has established for your terms of enrollment, whether you are classified as dependent or independent, other financial aid, and whether you are enrolled half-time or full-time. The amount of the loan that is subsidized also depends on the amount of financial need that you document on the FAFSA.

How do I increase or reduce my Federal Direct Loan amount?

When you are first awarded, you will receive an Award Letter that shows the maximum loan amount that can be awarded based upon your current status. When you complete and return the Award letter, you may indicate a reduction in the loan amount. After this point, if you wish to make further changes, please send us your specific request in writing and e-mail it to finaid@chu.edu.

Why do I need to complete Loan Entrance Counseling?

The Entrance Loan Counseling is required of each new borrower by federal regulations. The presentation includes critical information about your loan and your rights and responsibilities. To complete this requirement, go to: <https://studentloans.gov/myDirectLoan/index.action> and choose entrance counseling. Your loan will not be processed and disbursed until you completed Loan Entrance Counseling.

What is an MPN?

The MPN is the Master Promissory Note that you sign to promise to repay the student loan funds to the lender. You may sign the MPN electronically by going to: <https://studentloans.gov/myDirectLoan/index.action> and creating an account. The MPN will cover all of the student loan disbursements for up to 10 years.

Why do I need to complete Exit Loan Counseling?

The Exit Loan Counseling is required by federal regulations for borrowers when they graduate or reduce their Colorado Heights University enrollment to less than half-time status (half-time is 6 hours per term for undergraduates and 6 graduate hours per term for graduates). The presentation includes critical information about repaying your student loan and your rights and responsibilities.

If my parent's loan (PLUS) is denied, what can I do?

You may contact financial aid office to increase your unsubsidized loan amount borrowed.

I am only going to be registered for one semester. Can I get a full loan?

You cannot receive the full annual maximum loan amount for one semester.

What is student loan consolidation?

Federal loan consolidation is an option for students to combine all of their previous loans into one new consolidation loan. The consolidation loan is designed to extend the loan repayment period and reduce the amount of individual payments. This also means that the total cost of the loan will increase since you will be paying more interest in total.

Should I consolidate my student loans?

Borrowers should contact the Federal Direct Loan website www.direct.ed.gov to review the pros and cons of consolidation. The advisability of consolidation changes based upon changing interest rates and program guidelines.

When will my aid be disbursed?

The aid disbursement process starts when you have submitted all of the required financial aid documents and you have begun attending classes for at least the minimum number of credits that are listed on your award letter. Allow up to 14 days for the financial aid credit(s) to be posted to your student account and any excess amount to be given to you in the form of a check.

What might prevent my aid from being disbursed?

Numerous factors may cause delays in the financial aid disbursement process. The most common reasons for a delay are: 1) you have not yet started to attend all of the classes as required on your financial aid award letter, 2) you are a new borrower of federal student loans and you have not yet completed your loan promissory note and/or your loan entrance counseling, 3) your academic record at Colorado Heights University does not meet the minimum requirements of the Colorado Heights University Satisfactory Academic Progress Policy, 4) you have changed academic programs since receiving your financial aid award letter, or 5) you need to submit additional documents. Contact financial aid office with further questions.

When will my Federal Pell Grant be disbursed?

The aid disbursement process for aid including the Federal Pell Grant starts when you have submitted all of the required documents and you have begun attending classes for at least the minimum number of credits required.

How long after funds are applied will I get my check?

Allow up to 14 days after the posting date to receive any excess funds in the mail.

How much is my next disbursement?

Calculate your total aid for the term minus any aid that has been previously disbursed for that same term.

I am taking classes at Colorado Heights University and another school. Can I get financial aid to pay at both places?

You may receive financial aid from only one school at a time.

What will happen if I drop a class?

Dropping a class may have a number of different consequences for your financial aid. First, if all of your financial aid has not yet been disbursed, you may become ineligible for future disbursements depending upon the minimum enrollment required for your awards. Second, if you are enrolled in only one class and you drop that class or if you withdraw from all your classes, then your aid may have to be reduced and you may be asked to repay a portion of your aid based upon the federal requirements that we evaluate the portion of aid that you earned. Next, we track your academic progress to see if it meets the minimum standards. If you fail to meet these standards, you will not be eligible for future financial aid. Since there are so many different aspects of your financial aid that may be affected when you drop a class, we recommend that you talk with a financial aid before you drop, call 303.937.4202.

What will happen if I withdraw from Colorado Heights University?

If you withdraw completely from Colorado Heights University after you have received financial aid, then your aid may be reduced and you may be asked to repay a portion of your aid based upon the federal requirements that we evaluate the portion of aid that you earned. You also need to complete the Loan Exit Counseling if you have received federal student loans while attending.

My expenses are really high. How can I get more aid?

Financial Aid office is not able to increase the estimated cost of attendance since we are required to follow state guidelines concerning student expense budgets.

What is Satisfactory Academic Progress (SAP)?

The federal and state governments require each institution to establish a policy for measuring the academic progress of each student. In order to continue to be eligible for financial aid disbursements, each student must meet the minimum requirements for course completion, grade point average, and for finishing their program within a maximum time frame. If a student fails to meet these minimum requirements, their financial aid will be cancelled.

How do I appeal my SAP status?

You should submit a written appeal that details the obstacles that prevented you from meeting the academic requirements and the steps that you have taken to remove these obstacles in the future. Attach appropriate documentation to your

appeal, such as a letter from your physician explaining your health factors and clearing you to return to classes.

How long does it take to process a SAP appeal?

Allow up to two weeks for your appeal to be reviewed by the Financial Aid Appeals Committee and for a written response to be sent to you.

How can I find out the results of my SAP appeal?

You will be notified by a written response or you may contact Financial Aid Office @ 303.937.4202 or via e-mail finaid@chu.edu.