

## 2018-2019 Graduate Financial Aid Award Agreement

When you accept the offer of financial aid specified in your award notice, you agree to accept and fulfill all of the following responsibilities.

### Enrollment Requirements

- Federal financial aid is based on enrollment in six (6) credit hours per semester for graduate students.
- The minimum credit requirement for graduate level federal aid is three (3) credit hours per semester.
- Institutional scholarship recipients must maintain a minimum of nine (9) credit hours to receive their full scholarship. Enrollment in less than nine (9) credits may result in your award being prorated or cancelled.

### Award Requirements

- Financial aid funds are to be used for educational expenses only.
- Each student must meet the requirements for Financial Aid's standards of [Satisfactory Academic Progress \(SAP\)](#) policy.
- The award notice reflects the gross amount of federal loans. The disbursement amount will be reduced by loan origination fees.
- Additional resources, such as sponsorships, tuition assistance, and external scholarships, must be reported to the Financial Aid office. Please be aware these resources may result in your financial aid being reduced or cancelled.
- Students who are on a Master's Assistant Contract or PhD Research Waiver may have their institutional scholarships prorated, or cancelled.
- Failure to submit required documents in a timely manner may result in the cancellation of aid.

### Institutional Scholarships and Grants

- Institutional scholarships and grants are used toward tuition, fees, or any direct university charges, such as on-campus room and board
- All scholarship recipients must maintain a 3.00 cumulative grade point average by the end of the spring semester to renew.
- Many scholarships are funded by the generosity of various donors. We will share pertinent information about you with donors, as appropriate. If selected for a donor scholarship a thank you letter is required to receive funds.
- Embry-Riddle is honored to participate in the **Yellow Ribbon** program. If you are a Yellow Ribbon veteran or recipient of its benefits, awards will be adjusted to reflect Embry-Riddle's commitment to funding that program. Funding will not exceed the cost of tuition and fees in total benefits.
- Recipients of Employee and/or Dependent Tuition waivers are ineligible for institutional scholarships and grants.

### International Students

- International students who receive institutional scholarships and grants in excess of the amount of tuition and required fees for enrollment ("qualified education expenses") may be required to have Federal income taxes withheld at a rate of 14% under U.S. tax law.
- The University will withhold the required Federal income tax, if any, and will provide the international student with Internal Revenue Service (IRS) Form 1042-S per tax year.

**Awards are based on information provided by the applicant. Awards are subject to revisions and/or cancellations in the event of changes in regulations, fund allocation, estimated family contribution, or if an error has been made in the calculation of your eligibility or award. The University applies your awards directly to charges on your University Student Account including tuition, fees, housing, and other charges.**

**By signing below, I indicate that I have read, understand, and accept the responsibilities of my Financial Aid Award Agreement**

SIGNATURE: \_\_\_\_\_ STUDENT ID: \_\_\_\_\_ DATE: \_\_\_\_\_

Submit this document to your campus Financial Aid Office using the [secure upload](#) link, in person, by mail: 600 S. Clyde Morris Blvd, Daytona Beach, FL 32114, or via fax: 386-226-6307. Be sure to include your Student ID on all documents.