

Undergraduate Financial Aid Programs

This guide is intended to assist you in understanding the most common types of grants, loans and institutional aid awarded to our students.

SUNY Empire State College is committed to giving every qualified student with the desire to complete a degree the ability to do so. This brochure outlines the most common forms of financial aid that our students receive and provides information on the Time Payment Plan. We encourage students to use this brochure in conjunction with our **Step-by-Step Guide to Financial Aid** which provides a detailed description of the application process. You may access this booklet online at www.esc.edu/FinancialAid, obtain one at your local center or email the Financial Aid office to have the guide mailed to you.

What type of financial aid is available at Empire State College?

Empire State College's Financial Aid office assists in administering funds from a variety of federal and state sources to students on the basis of need. Need is determined by a formula set by the funding source, and consistently applied to applications for aid. Your need and income determine whether you will receive financial aid. Three types of financial aid are available.

1. Grants and Scholarships

Grants and scholarships are money that does not need to be repaid. In addition to federal and state grants, the Empire State College Foundation offers a number of scholarships for eligible students. For a complete list of financial aid resources available from the Empire State College Foundation and links to free online scholarship searches, please review our website (www.esc.edu/FinancialAid). Empire State College scholarships are awarded based on the FAFSA results. No other application is necessary. Priority deadline is April 1.

2. Loans

Loans (money that students borrow which must be repaid with interest) are granted for expenses directly related to college study.

3. Work Study

Federal Work Study provides funds that are earned through employment for students with financial need. Please review our website (www.esc.edu/FederalWorkStudy).

What must I do to be eligible?

1. The first step in the application process for federal student aid is to apply for a FSA ID. A FSA ID is a username and password that you must use to log in to certain Federal Student Aid websites. You can create your FSA ID at <https://fsaid.ed.gov/npas/index.htm>.

2. File the Free Application for Federal Student Aid (FAFSA) at www.esc.edu/FinancialAid or www.FAFSA.ed.gov. The federal school code is 010286. Assistance in completing the form

may be directed to Federal Student Aid Information Center at 800-4-FED-AID.

3. New York state residents **planning to attend full time** should complete the Express Tuition Assistance Program (TAP) application. The TAP school code is 0913.

4. New York state residents planning to attend part time should complete the Aid for Part-Time Studies (APTS) application and/or the TAP application along with the Part-Time TAP Request form. Please see the chart for further details.

5. Enroll as a matriculated student.

6. Not be enrolled in overlapping academic terms.

7. Maintain good academic standing. See www.esc.edu/GoodAcademicStanding.

Answers to specific questions may be directed to the college's Student Information Center in Saratoga Springs, N.Y. at 800-847-3000 or emailed to FinancialAid@esc.edu.

When should I apply for aid?

The Financial Aid office encourages every student to complete the FAFSA three months before the expected start date. The online process becomes available each year on Oct. 1, but a FSA ID can be created at any time. The paper FAFSA will be rejected if it is mailed before Oct. 1.

We recommend applying for financial aid concurrent with your application to the school. Existing students should file a new FAFSA for the coming financial aid year (which starts with the May term) shortly after Oct. 1 of the preceding year.

Please refer to our website to determine which year FAFSA is necessary for your academic term.

The **priority** deadline for receipt of the FAFSA results and all additional necessary paperwork by the Financial Aid office is six weeks prior to the start date of the term. FAFSA results and additional paperwork received after this date will continue to be reviewed and aid awarded accordingly. If FAFSA results and all necessary paperwork are not received before the term ends, aid eligibility may be denied for that term.

Financial Aid and the Academic Calendar

The academic calendar allows you to enroll in five academic terms: May, September, November, January and March. Financial aid regulations allow you to receive financial aid in three financial aid terms. In order to understand how your academic enrollment patterns will impact your financial aid, we recommend that all aid recipients read the conditions of awards, including information on the academic calendar available at www.esc.edu/ConditionsofAwards.



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Payment Plans

Unfortunately, sometimes financial aid does not fully cover your educational expenses with Empire State College. If you find that after financial aid has been determined you still owe a balance, you may pay the remaining balance in full or through a payment plan.

- Tuition deferrals for veteran students receiving Chapter 31 or 33 benefits (which are paid directly to the school) will be automatically initiated upon receipt of the student's certificate of eligibility (COE).
- Veteran students who are eligible and using chapter benefits other than 31 or 33 may sign up for a payment plan with no application fee. This allows eligible veterans to defer payment until the third and fourth months of the term, at which time one half of the veteran's deferral will be due by the first of the month. To sign up, please complete the **Veteran's Request for Deferral** form online at www.esc.edu/SFSforms, click on "Military and Veterans."
- All other students may enroll in the college's Time Payment Plan. The Time Payment Plan allows you to pay your registration charges in three convenient installments. The Time Payment Plan has a **nonrefundable application fee** of \$25 per term. You also must pay your one-third down payment by the term payment due date to avoid cancellation of your registration.

You can enroll in the Time Payment Plan by accepting the terms and conditions of the plan. You can do this online at MyESC – www.esc.edu/MyESC, go to "my records;" or by mail – send the remittance slip of your Account Statement (or Account Summary, if printed online) to SUNY Empire State College, Student Accounts, 111 West Ave., Saratoga Springs, NY 12866-6069. Be sure to include your name and student ID on all checks and correspondence.

Subsequent Payment Due Dates

Term Start	Payment No.	Due Date
May (Summer 1, 2)	Payment 2	June 15
	Payment 3	July 15
September (Fall 1)	Payment 2	Oct. 15
	Payment 3	Nov. 15
November (Fall 2)	Payment 2	Dec. 15
	Payment 3	Jan. 15
January (Spring 1)	Payment 2	Feb. 15
	Payment 3	March 15
March (Spring 2)	Payment 2	April 15
	Payment 3	May 15

Frequently Asked Questions

What is the difference between subsidized and unsubsidized Direct Loans?

A subsidized Direct Loan is awarded on the basis of federally calculated financial need. The government pays the interest on the loan during the time that you are enrolled in college. An unsubsidized Direct Loan cannot exceed the college cost of attendance less financial aid. Interest will accrue from the date the loan is disbursed.

What is an electronic Master Promissory Note (e-MPN)?

All students are required to complete an e-MPN for Federal Direct Loans. Once activated, the MPN is valid for 10 years. You can go to <http://www.studentloans.gov> to complete the e-MPN online. If you fail to complete and submit the required e-MPN, you will not receive your loan funds and may owe a balance to the college.

Do I need to complete a new Master Promissory Note if I borrowed a Federal Stafford Loan in the past?

You are required to have a valid Direct Loan Master Promissory Note (MPN) on file with the Direct Lending Program. If you have already borrowed a Federal Direct Loan in the past 10 years at another institution, you are not required to complete a new MPN. If you have only borrowed student loans through the Family Federal Education Loan (FFEL) Program, you are required to complete a new MPN with the Direct Lending Program.

How do I defer my student loan payments while I am in school?

If you have a federal student loan that has entered repayment and you have re-entered school, you may receive an in-school deferment for that loan. On a monthly basis, the Office of the Registrar electronically submits enrollment data to lenders to use for in-school deferments. Students can ask the registrar to send information to their lenders by completing the in-school deferment form online at www.esc.edu/Registrar. Students should address questions to the Student Information Center at 800-847-3000.

What happens if I received federal aid at another school?

Federal regulations stipulate the student's annual maximum awards. Therefore, if you have received federal aid at another college for the same financial aid year, your federal student aid eligibility (including student loans) at Empire State College may be reduced retroactively. You cannot receive financial aid for the same term at more than one school.

What if I've had a change to my household or personal finances?

If the income or household information you've listed on the FAFSA is no longer indicative of your current situation, you should complete the Special Condition/Professional Judgment Form. This will allow us to take into account your current situation. Please complete this form online at www.esc.edu/SFSforms, under appeals, and submit appropriate documentation to the Financial Aid office.

I'm already registered for classes as a matriculated student but my financial aid hasn't been awarded yet, am I required to make a payment?

Your financial aid file is not considered complete until the Financial Aid office has received all of the required forms. Once complete, all of the documents submitted to our office must be reviewed before aid can be determined. If you have registered for your classes and financial aid is not available for the term on the payment due date, you are required to make payment or payment arrangements. Please contact the Student Information Center at 800-847-3000 or contact the Financial Aid office at FinancialAid@esc.edu.

Changing Schools

Financial aid cannot be "transferred" from one school to another. Each college or university assesses your need and eligibility based upon its own costs and its own aid programs.

Please make sure that your Free Application for Student Aid (FAFSA) data gets released to your new school. You may do this online using your FSA ID, by going to www.FAFSA.ed.gov and selecting "Make Corrections to a Processed FAFSA." Add the new school's federal school code. Empire State College's federal school code is 010286.

For New York state TAP, you should go to www.HESC.org and change your TAP information to reflect the new school's TAP code for the appropriate term. The Empire State College undergraduate TAP school code is 0913.

Dependency Issues

Single persons under the age of 24 with no dependents are urged to contact the Financial Aid office prior to completing a Free Application for Federal Student Aid if they feel they are independent due to unusual circumstances and can document their claim. (Voluntary residence in a separate household from parents does not constitute an unusual circumstance.)

Additional Information

All brochure information is applicable beginning with the Summer Terms 2016. Any additional documentation requested by the school must be submitted by the student in order for financial aid to be determined.

We encourage students to go to our website (www.esc.edu/FinancialAid) for more detailed and up-to-date information regarding financial aid.

For SUNY Empire State College financial aid assistance, call 518-587-2100 or 800-847-3000 – email: FinancialAid@esc.edu.

**For help completing the FAFSA
800-4-FED-AID**

**Higher Education Services Corp. (TAP)
888-NYSHESC
www.hesc.ny.gov**

Aid Program	Who is Eligible?	Amount Available	How to Apply
Federal Pell Grant	Matriculated undergraduate students enrolled for at least 1 credit per term, who are U.S. citizens, nationals or permanent resident aliens. Must not have a previous bachelor's degree, be in default on a student loan or owe a repayment of federal aid funds. Student must maintain good academic standing requirements. Need based on a federal formula. <i>Valid federal data must be received in the Financial Aid office before initial enrollment or while still enrolled for a financial aid year.</i>	Up to \$5,815 per year full time effective with 2016-2017 academic year. Eligibility is limited to 12 full-time terms or the equivalent.	Complete all sections of the Free Application for Federal Student Aid. Student must list Empire State College (school code 010286) as the school of record on the Free Application for Federal Student Aid.
Federal Supplemental Education Opportunity Grant (FSEOG)	Matriculated undergraduate students enrolled for at least 1 credit per term who are U.S. citizens, nationals or permanent resident aliens. Must not have a previous bachelor's degree, be in default on a student loan or owe a repayment of federal aid funds. Need based on a federal formula. Number of awards determined by the Financial Aid office based upon yearly funds available.	Most awards are \$650 per term. Award is determined yearly based upon financial need and federal funding. Priority given to Pell Grant recipients with an estimated family contribution (EFC) of zero as per federal law. <i>Due to regulations, awards may be reduced or cancelled if enrolled for less than half time.</i>	Same as Federal Pell Grant. Priority deadline: April 1.
New York State Tuition Assistance Program (TAP)	Matriculated <i>undergraduate</i> students who are New York state residents and either U.S. citizens or qualifying noncitizens enrolled for full-time study. Student must meet the program income limits which are based upon the previous year's New York state net taxable income. Student must not have exhausted Tuition Assistance Program (TAP)/Aid for Part-Time Study (APTS) eligibility, maintain good academic standing, meet New York state pursuit of program guidelines, not be in default on a federal student loan, and be a high school graduate or have received the equivalent of a high school certificate.	Up to \$2,582 per term for undergraduate students. Any other grant or employee reimbursement that must be used for tuition only will decrease or cancel a TAP award. Student may only use a TAP award for summer if enrolled the previous fall and spring and earned 24 credits. The 24 credits must be taken at Empire State College. The student must be full time the previous spring.	Complete all sections of the online Free Application for Federal Student Aid (FAFSA). When you have completed the FAFSA on the Web, the confirmation page will give you a link to TAP for New York state financial aid. Before completing the TAP application, you will be asked to establish a PIN (personal identification number) for TAP. If you have submitted a paper FAFSA by mail, you will be mailed an Express TAP Application from the Higher Education Services Corporation (HESC) or sent an email from HESC alerting you to complete the online TAP application. You must list Empire State College (school code 010286) as the school of record on the FAFSA. The TAP undergraduate code is 0913.
State University Student Assistance (SUSTA)	Matriculated undergraduate students who are eligible for TAP. Awards are given to low and middle income students who meet the eligibility criteria until the college's allocation is depleted. Students must receive TAP in a term in order to receive SUSTA in that same term.	Up to \$500 per term.	Same as TAP.
Part-Time TAP	Matriculated undergraduate students who are New York state residents, first-time freshman in academic year 2006-2007 or thereafter, and either U.S. citizens or qualifying noncitizens enrolled for at least 6 credits, but fewer than 12. Student must meet the program income limits which are based upon the previous year's New York state net taxable income. Student must not have exhausted Tuition Assistance Program (TAP)/Aid for Part-Time Study (APTS) eligibility, maintain good academic standing, meet New York state pursuit of program guidelines, not be in default on a federal student loan and be a high school graduate or have received the equivalent of a high school certificate. Students must also have earned 12 credits in each of two consecutive prior semesters (credits from New York state not-for-profit institutions only).	Award amount is based upon initial TAP award and then prorated for the number of credits the student is taking. <i>Students may not receive APTS and Part-Time TAP in the same term.</i>	Same as TAP. Student also must complete the Part-Time TAP request online at www.esc.edu/PartTimeTAP Requirements differ for disabled students, please see www.esc.edu/FADisability for details.
Aid for Part-Time Study (APTS)	Matriculated undergraduate students who are New York state residents and either U.S. citizens or qualifying noncitizens enrolled for at least 3 but less than 12 credits. Student must meet the program income limits which are based upon the previous year's New York state net taxable income. Student must not have used up TAP/APTS eligibility, maintain good academic standing, meet New York state pursuit of program guidelines, not be in default on a federal student loan (or on any repayment of state awards) and be a U.S. high school graduate or have received the equivalent of a high school certificate. Number of awards determined by Financial Aid office based upon yearly funds available.	Up to the cost of tuition with a maximum of \$2,000 per year. Award is determined yearly based upon student's total need, eligibility criteria and Empire State College's allocation. Any other grant or employee reimbursement that must be used for tuition only will decrease or cancel an APTS award. <i>Students may not receive APTS and Part-Time TAP in the same term.</i>	Complete an APTS application and submit a signed copy of the prior year's state income tax return. Priority deadline: April 1; however, funding is often available after this date and all students are encouraged to apply.
Veterans Tuition Awards (VTA)	Matriculated undergraduate students who have applied for the Tuition Assistance Program and Federal Pell Grant awards for full-time study, or for a Federal Pell Grant award for part-time undergraduate study. New York state residents discharged under other than dishonorable conditions from the U.S. armed forces and who are: <ul style="list-style-type: none"> • Vietnam veterans who served in Indochina between Dec. 22, 1961 and May 7, 1975. • Persian Gulf veterans who served in the Persian Gulf on or after Aug. 2, 1990. • Afghanistan veterans who served in Afghanistan during hostilities on or after Sept. 11, 2001. • Veterans of the armed forces of the United States who served in hostilities that occurred after Feb. 28, 1961, as evidenced by receipt of an Armed Forces Expeditionary Medal, Navy Expeditionary Medal or a Marine Corps Expeditionary Medal. 	For full-time study, a recipient shall receive an award of up to the full cost of undergraduate tuition for New York state residents at the State University of New York, or actual tuition charged, whichever is less. For part-time study (defined as 3-11 credits), awards will be prorated.	To establish eligibility for the initial year, complete a Veterans Tuition Award Supplement from HESC at 888-697-4372. Then for undergraduate full-time study – complete a Free Application for Federal Student Aid (FAFSA) and an Express TAP Application (ETA). Undergraduate part-time study – complete a FAFSA and a Veterans Tuition Award Supplement. All applications must be completed by May 1 of the academic year for which an award is sought.
Federal Direct Stafford Loan (Subsidized) – 3.76 percent fixed interest rate for loans disbursed between July 1, 2016, and June 30, 2017	Matriculated <i>undergraduate</i> students enrolled at least half time, who are U.S. citizens, nationals or permanent resident aliens. Student must not be in default on a federal student loan or owe a repayment of federal funds. Student must maintain good academic standing. Need based on a federal formula. Amount borrowed in conjunction with estimated family contribution, estimated financial aid and other resources cannot exceed Empire State College's budget.	<i>Undergraduates:</i> Lifetime maximum of \$23,000 for dependent and independent students: first year – \$3,500, second year – \$4,500, third and fourth year – \$5,500 per year. Effective July 1, 2013, eligibility for new borrowers is limited to the equivalent of six years for students in a bachelor's program and the equivalent of three years for students in an associate program.	Complete all sections of the Free Application for Federal Student Aid. The student also must complete the Entrance Loan Counseling Form and an e-MPN (electronic Master Promissory Note) online at www.studentloans.gov . The MPN is valid for 10 years. Loans must be repaid with interest, so students should borrow only what they need.
Unsubsidized Federal Direct Stafford Loan – 3.76 percent fixed interest rate for loans disbursed between July 1, 2016, and June 30, 2017	Matriculated <i>undergraduate</i> students enrolled at least half time, who are U.S. citizens, nationals or permanent resident aliens. Student must not be in default on a federal student loan or owe a repayment of federal funds. Student must maintain good academic standing. The amount borrowed in conjunction with estimated financial aid cannot exceed Empire State College's budget.	<i>Amounts include funds students may receive from the subsidized Direct Loan program.</i> <i>Dependent students:</i> Lifetime maximum of \$31,000. First year – \$5,500, second year – \$6,500, third and fourth year – \$7,500 per year. Dependent students whose parents are denied a PLUS loan may qualify for additional funds. Please contact the Financial Aid office for more information. <i>Independent students:</i> Lifetime maximum of \$57,500. First year – \$9,500, second year – \$10,500, third and fourth year – \$12,500 per year.	Same as Federal Direct Stafford Loan (subsidized).
Direct PLUS loans – 6.31 percent fixed interest rate for loans disbursed between July 1, 2016, and June 30, 2017	Parents of dependent undergraduate students may apply for a Direct PLUS loan to help pay their child's educational expenses. Generally, a student is considered dependent if he or she is under 24 year of age, has no dependents, and is not married, a veteran or a ward of the court. The student must be matriculated, attend at least half time and both the student and the parent must be U.S. citizens or eligible noncitizens. The parent borrower must not have an adverse credit history (a credit check will be performed). If the parent does not pass the credit check, the parent may still receive a loan if someone (such as a relative or friend who is able to pass the credit check) agrees to endorse the loan.	Up to the cost of attendance minus any other financial aid.	The parent must complete a Direct PLUS Loan Application and Master Promissory Note online at www.studentloans.gov The student must complete the FAFSA at www.fafsa.ed.gov and list the federal school code (010286) for SUNY Empire State College.
Federal Perkins Loans – 5 percent interest rate	Matriculated undergraduate students, enrolled for at least 1 credit per term, who are U.S. citizens, nationals or permanent resident aliens. Undergraduate students must not be in default on a federal student loan or owe a repayment of federal funds. Need based on a federal formula. Student must maintain good academic standing. Number of awards determined by the Financial Aid office based upon yearly funds available.	Award determined yearly based on financial need and federal funding. Award likely to be reduced substantially or cancelled if enrolled for less than half time due to regulations. <i>Undergraduates:</i> Annual limit of \$5,500. Aggregate limit is \$27,500.	Same as Federal Pell Grant.
Federal Work Study (FWS)	Matriculated undergraduate students who are enrolled at least half time and not in default or owing a refund of federal funds. Need based on a federal formula. Student must maintain good academic standing. Number of awards determined by the Financial Aid office.	Award based on need. Typical award is \$4,000 per year.	Complete the FAFSA indicating "yes" for work study. Students are not automatically granted FWS unless they had the award the prior year. Contact the Federal Work Study coordinator at Work.Study@esc.edu for additional information if you would like to participate in the Federal Work Study program.

Disclaimer

The chart above lists the most common student aid programs. Additional information in regard to New York state grants, institutional grants and scholarships, external scholarships and alternative loan programs can be found online at www.esc.edu/FinancialAid