



SCHOLARSHIPS & FINANCIAL AID

LAMAR UNIVERSITY

Important Information

Official Communication

All Lamar University Students are required to use their lamar.edu email accounts for all email correspondence with financial aid staff, including updates and missing paperwork. It is recommended that you check your Lamar email account at least once a week.

All financial aid notifications from the Lamar University Office of Financial Assistance will be sent to you via electronic means. All notifications and disclosures will be sent to your Lamar student email account. Financial aid notifications may include, but are not limited to: Award Letters, Missing Information Letter (MIL), Award Notifications, Loan Disclosure Notices, Change Form requests, General Application for Summer, Exit Notices due to graduation, Title IV Refund Calculation, Right to Cancel Letter, Entrance Counseling via the U.S. Department of Education and other financial aid business-related notices.

Each notice will identify the information required to be disclosed and provide an internet or intranet address where information can be found.

Upon request, individuals are entitled to a paper copy of the notice. Request for paper copies must be typed and signed and accompanied with a visible government issued photo I.D. Most financial aid forms may be downloaded by visiting financialaid.lamar.edu/.

Dropping Courses Prior to the Census Date

If you drop a course before the census date your financial aid may be adjusted and/or cancelled. If you are enrolled in Modules/Part of Term (POT), you must stay enrolled past the census date of the last POT for which you have been awarded financial aid, or your awards may be adjusted and/or cancelled.

For example:

If you are enrolled in 3 hours in POT 1 which spans from [August 24th](#) – [October 15th](#) and 3 hours in POT 2, which spans from [October 16th](#)-[December 9th](#), you must stay enrolled past the census date of POT 2, or your financial aid will be affected. This is independent of the Return to Title IV (R2T4) Policy for students who are considered to have withdrawn.

Changes in Classification

It is the responsibility of the student to inform the Office of Student Financial Assistance if a change in the student's classification has occurred (ex: from an Undergraduate (UG) to a Post Baccalaureate (PB) or Graduate (GR), etc.). This includes changing from a traditional student to an online academic partnership student and vice versa. Initial notifications of financial aid are tentative, and are based on the assumption that the student's classification is the same as the prior semester. It is essential that the student communicate any change in his/her classification to the financial aid staff during the period leading up to the beginning of each semester as it may impact the student's aid eligibility. If the student does not provide notification of this change it may not be until later in the semester that this is identified, potentially resulting in aid adjustments and possibly leaving the student with a balance owed to the university.

Graduating Students

The Office of Student Financial Assistance must receive notification that a student's impending graduation if they are graduating during any FALL term. This is considered a mid-year graduation and students' awards as well as budgets must be adjusted to reflect this. Please complete the [Graduating Senior/Post Baccalaureate Enrollment Verification](#) form online.



SCHOLARSHIPS & FINANCIAL AID

LAMAR UNIVERSITY

Tax Extension

Students and/or parents (if applicable), who file an extension with the IRS will need to wait until they can either use the IRS DRT tool or submit a tax transcript before awarding can occur.

Waiver and Exemption Eligibility

Beginning in the Fall of 2014, certain waivers and exemptions require students to meet Satisfactory Academic Progress (SAP) to remain eligible. This applies to the following exemptions and waivers: Hazlewood, Border Waivers, Highest Ranking High School Scholar, Deaf/Blind, Adopted, Public Servant Survivor, Disabled Peace Officer, Clinical Preceptors and/ or Their Children, Senior Citizens 65+ for 6 Hours Free Tuition, and Good Neighbor.

Be On-Time (BOT) Loan Counseling

Per State of Texas regulations, Lamar University is required to provide loan repayment and default prevention counseling for all Be On-Time (BOT) loan recipients. This pertains to students receiving loans on or after January 1, 2015. Students should visit <http://www.aie.org/pay-for-college/learn-about-student-loans/BOT-module/index.cfm> to complete the counseling, this link will also be provided to students via self-service banner. Students should print the Certificate of Completion and write his/her name in the space provided and present to the Office of Student Financial Assistance. The BOT loan will not be certified and sent to the State until this has been completed and received.

Financial Aid Disclosure

Students only wishing to receive Federal Aid are not required to submit the Financial Aid Disclosure, (e.g. Pell Grant, Federal Work Study, Teacher Education Assistance for College and Higher Education (Teach Grant), Federal Supplemental Educational Grant (FSEOG), and Federal Loans). Students only wanting Federal Aid may express so by providing the Office of Financial Assistance a signed statement including the students name and ID number, in lieu of the Financial Aid Disclosure. Students who would like to be considered for institutional and State of Texas aid (TPEG, Texas Grant, other state grant funds) as well as Federal Aid must submit a Financial Aid Disclosure. Please contact our office if you have any questions.