

Financial Aid Frequently Asked Questions

WHAT IS FERPA? In compliance with the **Family Education Rights and Privacy Act** of 1974, Bismarck State College Student Finance Office has guidelines for access to the education record with respect to the rights of eligible students and parents of dependent eligible students. **The Student Finance Office assumes all students are independent. Students must submit the NDUS FERPA Release Form to the Student Records Office, before any information will be released to anyone other than the BSC student. This form can be located on the BSC website under Student Affairs, Student Records & Registrar, NDUS FERPA release form.**

WHAT HAPPENS IF MY TOTAL FINANCIAL AID PACKAGE IS NOT AVAILABLE BY THE DUE DATE? If your total financial aid package will not be available by the tuition/fee/room/board payment deadline for the semester, it is up to you, the student, to set-up a payment plan and submit your first payment and the payment plan fee by the designated tuition due date. *Payment plans can be located at: <http://www.bismarckstate.edu/business/>*

For more specific Financial Aid information go to: <http://www.bismarckstate.edu/student/finaid/>

Find out how to **Accept/Decline FA Awards, Check Holds and Check To Do Lists** at: <http://www.bismarckstate.edu/campusconnection/quickguide.asp>

WHAT IS CONSIDERED FINANCIAL AID? Pell Grant, SEOG Grant, Perkins Loan, State Grant, Stafford Loans, Unsubsidized Loans, Parent Plus Loan, Plus Loan, Dakota Education Alternative Loans, NDUS Scholars Scholarship, NDUS Indian Scholarship, BSC Foundation Grants, BSC Athletic Scholarships. Scholarships from external sources are considered when the money has been received and applied to the student financial aid award.

WHAT IF I HAVE SCHOLARSHIPS? Scholarship funds received from an external source must be here by the last day to pay to be applied to a student account. If the scholarship has not been received by the due date the student is responsible for any balance due. Scholarships received from sources located off BSC Campus are considered to be for a full academic year; therefore the dollars received are split between the Fall and Spring Semester unless the outside source indicates in writing the scholarship is for a specific time frame.

HOW DOES FINANCIAL AID APPLY TO MY ACCOUNT? Your financial aid file must be complete in order to receive any financial aid. The Financial Aid Office will send you notification upon completion of the financial aid award process. You can view your financial aid award, view your financial aid "To Do List" and accept your financial aid award while signed into Campus Connection. Find out how to Accept/Decline FA Awards at: <http://www.bismarckstate.edu/campusconnection/quickguide.asp>

Once you have accepted your financial aid award and completed all items on your "To Do List" in CampusConnection the Financial Aid Office will process the eligible grants and submit your accepted loans to the bank you have chosen. Eligible and accepted financial aid will credit directly to your student account as it becomes available within the semester. Your excess Financial Aid is the balance remaining after your BSC bill has been subtracted from your Financial Aid. Failure to "Accept" your financial aid and complete your "To Do List" will result in not being able to charge books and you the student being responsible for your complete balance due on your student account.

WHAT STEPS DO I NEED TO TAKE TO COMPLETE MY FINANCIAL AID FILE? It is the student's responsibility to make sure their financial aid file is complete and financial aid has applied to the student account.

- Your financial aid file is complete if **ALL** of the following have been done...
 1. You have completed the FAFSA and completed all items that may be showing on your "To Do List" when signed into CampusConnection.
 2. You have **accepted** your financial aid award and completed all requested information. (How to Accept/Decline FA Awards and Select your Lender can be found at: <http://www.bismarckstate.edu/campusconnection/quickguide.asp>)
 3. First time loan borrowers must also complete the following to ensure the financial aid file is complete:
 - a. Return Promissory Note to the bank from which funds are being borrowed, and
 - b. Complete Online Student Loan Counseling at: <http://www.mapping-your-future.org>

WHAT IS EXCESS FINANCIAL AID? Any financial aid left after all BSC charges are paid in full. Excess Financial aid is mailed to the student's home address stated in CampusConnection. Excess Financial Aid is mailed starting on the first date for mailing in the Dates and Deadlines/Full Calendar. It is the responsibility of the student to keep their home address up-to-date in campus connection.

If you have provided BSC or any of the NDUS Institutions DDP information your Excess Financial Aid will be sent directly to the bank you have submitted on the DDP Request. Excess Financial Aid sent DDP may take 2-3 days before you will see it in your bank account. Check your bank account to verify receipt of funds.

WHAT IS DIRECT DEPOSIT (DDP)? Direct Deposit is when you have any credit on your student account deposited directly to your bank account. Once a student is signed up for DDP, the DDP will stay active with the original information submitted until the school receives written notification to change bank account numbers or a cancellation of the DDP. When a student signs up for DDP, the DDP is active at all 11 NDUS Institutions. DDP's transfer with the student to the NDUS Institution the student enrolls in. Written notification for cancellation or change in account numbers must be submitted to the NDUS Institution the student is enrolled in.

HOW DO I PAY FOR TOOLS IF I AM IN A VOCATIONAL PROGRAM AND MY FINANCIAL AID IS NOT AVAILABLE AT THE TIME TOOLS NEED TO BE PURCHASED? Tools for most programs are purchased from vendors located off campus. The instructors will provide you with a tool list the first week of class. Some of the vendors bring tool sets to the classroom for you to purchase. Payment for these tools can be made with cash, credit card or asking the vendor if they have a payment plan available. In most cases, financial aid (Pell, SEOG, Perkins Loans, Student Loans, and Parent Plus Loans) will not be available to pay for these tools. However, students who have a complete financial aid file and will have excess financial aid available after the student account is paid in full will be eligible to request a short term loan up to the total excess financial aid that would be available. This request must be made in the BSC Student Finance Office with the student signing an agreement and providing a bill from the vendor. The short term loan will be made out directly to the vendor not to exceed the amount of the invoice or the amount of the excess financial aid that would be available at the time of the request. If any change is made to the student's account or the amount of financial aid that would be available after any short term loan agreement is signed, results in the student owing BSC the balance will be due on or before the designated due date for the semester. (For estimated costs of tools see Books/Tools listed in the Financial Information of the BSC catalog.)