How to Pay for College

How to Apply for Financial Aid

Step 1: Obtain an FSA ID before Completing a FAFSA (Free Application for Federal Student Aid)

If you do not already have a Federal Student Aid ID (FSA ID), apply for one at fsaid.ed.gov. This will be your electronic signature for your FAFSA and federal student loans. It also will allow you to check the status of your FAFSA, and to make any necessary changes electronically. If a parent is required to provide information on the FAFSA, then they should also apply for an FSA ID.

When you apply for the FSA ID electronically, you will be able to choose your own FSA ID username and password. Your FSA ID is confidential and should not be shared. It does not expire.

Step 2: Complete the FAFSA form

There is no fee to complete the FAFSA; if you are on a site that states a charge for completion, it is not the official Department of Education website (https://studentaid.gov/h/apply-for-aid/fafsa). When you go to the website, select “Start here” and follow the instructions. Be sure you apply for the correct academic year. The MVCC federal school code is 002871.

If you do not sign electronically with your FSA ID, print out the signature page, sign (parent signature if needed), and mail. Your application cannot be processed by the Department of Education until the signature is obtained (electronically or through the mail). If the signature page is mailed, it will delay the processing time.

When you have completed the application, please review it carefully, make any necessary changes if needed. When you are ready, click “Submit My FAFSA Now” on the last page. Once you have submitted your application, you will be taken to a Confirmation Page that shows your confirmation number, and the Student Aid Index (SAI). You should print a copy of this page for your records.

Please note: The FAFSA must be filed for each academic year; for Financial Aid purposes the academic year begins with the summer semester and ends after the following Spring semester.

Step 3: After the FAFSA is Submitted

You will receive an electronic Student Aid Report (SAR) in approximately five to seven days if you provide an email address on your FAFSA. If you do not list an email address, the SAR will be mailed to you within approximately two weeks of filing the FAFSA. The colleges listed on your FAFSA will receive your information at this time also.

Step 4: New York State TAP Grant

A full-time student (minimum of 12 credit hours), who is a resident of New York State, may be eligible for the Tuition Assistance Program (TAP) though the New York State Higher Education Services Corporation (HESC). When the FAFSA has been completed, students can link to the TAP on the web form from the Confirmation Page. The form will be pre-filled with the FAFSA data that was provided by the student. If TAP on the web is not completed at this time, the student will be sent a notice from HESC with instructions on how to establish a HESC PIN and how to complete the online application. The online application can be found on www.tap.hesc.ny.gov/totw/. The MVCC New York State school code is 2105.

The HESC website is www.hesc.ny.gov, and the telephone number is 1-888-697-4372.

Students with fewer than 12 hours, but at least six credit hours may be eligible for a part-time TAP award. The Aid for Part-Time Study application is available on the MVCC website, and must be completed by the first day of classes.

Step 5: Financial Aid Award Letter

When the College has received and reviewed the electronic information, as well as any requested documents, an award letter will be sent. This will indicate any estimated eligibility for financial aid funds. Financial aid awards are based on full-time enrollment status and will be adjusted at the time of payment according to the number of credit hours the student is attending. Students can also view their most up to date individualized College Financing Plan on their MyMV account under Financial Aid.

Step 6: Extenuating Circumstances

The FAFSA uses the prior two years family income to determine eligibility. If a family has experienced circumstances beyond their control — loss of employment, significant decrease in income, death in family, separation/divorce, etc. — it may be possible for the Financial Aid Office to make adjustments. The MVCC Special Condition Form can be found on the MVCC website, and is available in the Financial Aid Office. It should be completed as thoroughly as possible with any supporting documentation attached.

Federal Programs

Federal PELL Grant

This is a grant program, which does not need to be paid back. Students must be matriculated in a degree or certificate program to be eligible, and must not have received a bachelor’s degree, or be in default of a student loan. The awards are need-based, that is, based on family income, assets, number in household, cost of education, etc.

Federal Supplemental Education Opportunity Grant (FSEOG)

FSEOG are grants that do not have to be repaid; they are based on need as defined by the Department of Education (see above). The student must be PELL eligible to qualify. Funding is limited and priority is given to early applicants.

Federal William D. Ford Direct Subsidized/Unsubsidized Stafford Loans

As of July 1, 2024, the current rate on subsidized and unsubsidized loans is 6.53%. Interest rates may change on July 1 of each year. No interest is charged on the subsidized loan while the student is in school, or during the grace period; however, to qualify for the subsidized loan there must be a financial need as outlined above. There are no payments due on either loan while the student is in school at least part time. There is a grace period before repayment begins of six months after completing a degree or certificate program, or after the student has fallen below part time.

PLUS (Parent) Loans

The current interest rate as of July 1, 2024, is 9.08%. Payments on the loan may be deferred while the student is in school, however, interest accrues beginning with the disbursement of the loan. PLUS loans are credit-based. The loan cannot exceed the cost of attendance, and takes into account any other financial aid resources the student may have.

Loan Limits

- **Dependent students for first-year students:** Annual combined subsidized and/or unsubsidized loan of $3,500, plus an additional $2,000 unsubsidized. Total available: $5,500.
- **Dependent Students for Second-Year Students (30 cumulative hours):** Annual combined subsidized and/or unsubsidized loan of $4,500, plus an additional $2,000 unsubsidized. Total available: $6,500.
- **Independent Students (per Federal criteria):** First-year students: annual combined subsidized and/or unsubsidized loan of $3,500, plus an additional $6,000 unsubsidized. Total available: $9,500.
- **Independent Students (per Federal criteria)**: Second-year students (30 cumulative hours): annual combined subsidized and/or unsubsidized loan of $4,500, plus an additional $6,000 unsubsidized. Total available: $10,500.

Total Combined Loan Limits:

Dependent Undergraduate Students:

- **Subsidized Loans:** $23,000
- **Total Subsidized & Unsubsidized:** $31,000

Independent Undergraduate Students:

- **Subsidized Loans:** $23,000
- **Total Subsidized & Unsubsidized:** $57,500

For additional information on Federal Student Loans, including current interest rates, log on to www.studentaid.gov.

Interest Rates on Student Loans

Congress has passed and the President has signed the Bipartisan Student Loan Certainty Act of 2013, which ties federal student loan interest rates to financial markets. Under this Act, interest rates will be determined each spring for new loans being made for the upcoming award year, which runs from July 1 to the following June 30. Each loan will have a fixed interest rate for the life of the loan. Further information regarding interest rates on Federal Student Loans can be found at www.studentaid.gov.

Please note: The federal government sets the eligibility amount for student loans. The student cannot exceed the cost of attendance at MVCC with the combination of grants, loans, and other resources. Students must be in good academic standing to receive a student loan.

Loan Contact Information

General Information:

- 1-800-433-3243
- www.studentaid.gov

Information on Repaying Your Loan:

Borrower Services: Direct Loan Servicing Center

- 1-800-848-0979
- www.studentaid.gov

Direct Loan Consolidation Center

- 1-800-557-7392
- www.studentaid.gov

Applying For a Student Loan

1. Complete the FAFSA online.
2. Submit all requested documents to the Financial Aid Office.
3. Accept the loans online through MyMV.
4. Complete online Entrance Counseling.
5. Complete the online Master Promissory Note (MPN).

Applying for a Parent PLUS Loan

1. Parents, go to www.studentaid.gov.
2. Click on "Apply for a Parent Plus Loan."
3. Complete the application, and at the end see if you are approved or denied.
4. If approved, the parent needs to complete a Master Promissory Note for the Parent Plus Loan. After that is done, the loan will be put on the student's account and the parent will receive a letter in the mail.
    a. If the parent is denied through the credit check, the student will be offered an additional unsubsidized student loan in the amount of $4,000 for the year ($2,000 per semester) if their budget allows.

We strongly urge students to consider loans carefully, and not borrow more than is needed.

Completing the Master Promissory Note (MPN)

MVCC cannot disburse a student loan until this entire process has been completed. All borrowers are required to electronically sign the MPN. By signing, the student is agreeing to pay back any loan funds received for educational expenses. Students must complete the MPN only once while at MVCC; it will be used for any additional borrowing while they are students at the College.

The MPN can be accessed at www.studentaid.gov, click on "Complete a Loan Agreement (Master Promissory Note)," select the "Subsidized/ Unsubsidized" option. Students will need their FSA ID to sign electronically (this is the same FSA ID used to sign the FAFSA electronically). If the student has forgotten their FSA ID, they can go to fsaid.ed.gov and retrieve it.

Completing the MPN takes approximately 30 minutes. All nine steps must be completed and a confirmation page received. Once the session is completed, an electronic confirmation will be sent to MVCC; this may take up to four days.

Entrance Counseling

Before receiving a student loan for the first time, borrowers must complete an online Entrance Counseling Session. This session provides tips and tools regarding loan responsibilities, interest rates, and payment options. Students can access the session at www.studentaid.gov, click "Complete Loan Entrance Counseling," and choose "Entrance Counseling." The session takes approximately 20 to 30 minutes; the session must be completed, and a confirmation message received. Unless the session has been completed, the electronic confirmation will not be sent to MVCC. As this is a federal requirement, the loan cannot be paid without this confirmation.

Exit Counseling

When a student has completed their studies or leaves MVCC, they will be required to receive exit counseling. This gives students an overview of their rights and responsibilities as borrowers, as well as information regarding payment options. After leaving school (or studying less than part time), students will be notified by the loan servicer. The notification will include payment options, where to send payments, and contact information. For further information, contact the MVCC Financial Aid Office.

New York State Programs

NYS Tuition Assistance Program (TAP)

The New York State Tuition Assistance Program (TAP) grant is available to NYS residents enrolled full time in a degree/certificate program of study. As a grant, it does not have to be repaid. The amount of TAP is based on the NYS budget guidelines, the tuition charges of the school, and the documented net taxable income. Information provided on the FAFSA, along with income tax information is used to calculate the award. After NYS HESC makes the calculation; the school's responsibility is to verify the following:

- Full-time enrollment status of 12 hours or more.
- Matriculation into an approved program.
- Student is meeting of the State Standards of Progress.

After filing the FAFSA, complete the TAP application through the link to the HESC website; paper applications will no longer be mailed. If a student does not complete the TAP application online, they will be sent a reminder postcard from HESC with instructions. To complete the application online, go to www.tap.hesc.ny.gov/totw/. The HESC website is www.hesc.ny.gov, and the telephone number to reach them is 1-888-697-4372.

Please review the following items regarding TAP payments:

- Notification of an award amount from HESC does not automatically mean a student will receive the grant; the school must certify the student's eligibility for the award.
- To be eligible for the payment of the award, a student must be in attendance of all classes. In other words, if the student has one late-starting class, the award cannot be paid until the class has started.
- If a student has late-start classes, at least one three-credit hour class must be a full-term (15-week) class.
- TAP awards are limited to eight semesters of study. Six of these semesters can be used at a two-year college such as MVCC. If planning to continue their education at a four-year institution, students should plan carefully so they do not exhaust their TAP eligibility. Check with the Financial Aid Office for additional information.

Part-time TAP: Students with fewer than 12 hours, but at least six credit hours may be eligible for a part-time TAP award. The application for part-time TAP, is the same as full-time TAP.

Other NYS Programs:

- Excelsior Scholarship
- Veterans Tuition Awards (VTA)
- Academic Excellence scholarships
- NYS Part-Time Scholarship
- MERIT (Military Enhanced Recognition Incentive and Tribute) Scholarship
- STEM Incentive
- Health Care Workers for our Future

For additional information, please contact NYS HESC at 1-888-697-4372, or visit their website at www.hesc.ny.gov.

Standards of Academic Progress apply to all NYS awards.

- **Repeated Courses:** If a course is repeated in which the grade was acceptable to the degree or certificate program, it cannot be used as a part of your full-time status to determine Federal or NYS eligibility for the semester. For example, if you have a total of 12 credit hours for a semester, and three of the hours are a class being repeated to achieve a higher grade, that class cannot be used in determining full-time status for a TAP or Federal award. If the class being repeated was an "F," or your program of study requires a grade higher than a "D," it can be counted. Academic departments reserve the right to determine if course content is no longer current, thereby making it necessary for the student to repeat the course so it will be relevant to their degree or certificate program. The student, however, must meet all other eligibility criteria.
- **Audits:** Audited courses cannot be counted as part of a student's full- or part-time enrollment status for financial aid.

Standards of Academic Progress for Financial Aid

Federal:

Students are responsible to maintain eligibility for Financial Aid funding. If a student is having academic difficulties, there are alternatives: ask instructors for help, contact the Learning Commons for information on tutors, or talk to a Student Support Advisor. Federal regulations for financial aid requires colleges to look at three areas to determine if a student can continue to receive financial aid, including Subsidized and Unsubsidized Direct Stafford student loans, Perkins loans, and grants (PELL, SEOG Work Study). The three areas are:

- **The Qualitative Standard:** This is the GPA that is determined at the end of each semester.
- **The Quantitative Standard (Pursuit of Program):** Students must be earning passing grades toward their degree or certificate according to the chart.
- **Maximum Time Frame:** In order to retain eligibility for federal financial aid, students must complete their programs of study within a maximum time frame of 150% of the length of the program.

Please note: The Total Credits Attempted include all courses including failures and withdrawals. The GPA is calculated according to the College's published academic policies. All transfer hours accepted at MVCC are also included in calculations. If you are not meeting the guidelines, the following will occur:

1. Financial Aid Warning: (No Appeal Required)

- If you have attempted any credits and are in your first semester at MVCC, and have not met the standards of academic progress, you will be placed on Financial Aid Warning for the following semester. If you receive notification from the Financial Aid Office that you are on Financial Aid Warning, federal aid will automatically be reinstated, and you do not need to file a financial aid appeal.
- If you are a student who has not attended MVCC for two years, and did not meet the standards of academic progress when you last attended, you are automatically placed on financial aid warning.

2. Financial Aid Probation (Approved Appeal Required)

- If you have attempted a semester and do not meet the standards of academic progress, you will be placed on Financial Aid Probation. If you receive notification from the financial aid office that you are on financial aid probation, you must file an appeal requesting that federal financial aid be reinstated for the probationary semester. The appeal must include the circumstances that prevented you from succeeding, the semester in which this occurred, and what has changed. The College reserves the right to request an academic plan for students on probation who are requesting an appeal, or to limit the number of credit hours while on probation. Please note that approvals are not guaranteed.

Requesting a Federal Financial Aid Waiver: Financial aid appeals can be considered when a student does not succeed because of extenuating circumstances that caused an extended and prolonged disruption to the semester:

- The death of a relative of the student.
- An injury or illness of the student or close family member.
- Other special circumstances out of the student's control.

The Financial Aid Office may ask for documentation; however, appeals will not be automatically approved. Lack of written documentation reduces the chance that the appeal will be granted, however, the appeal may be submitted without documentation.

If a student continues to make progress, but still does not meet the standards of progress, additional waivers will be considered, as long as all courses have received passing grades.

Maximum Time Frame:

Associate degree students will be eligible to receive federal aid through the semester in which they attempt their 99th credit hour as long as academic progress has been consistent.

Certificate program students will be eligible to receive federal aid through the semester in which they attempt credit hours equal to 150% of the length of the program.

Students who exceed the maximum time frame as stated above and on the progress chart are no longer eligible to receive federal financial aid funds (loans or grants) and cannot be appealed unless there are mitigating circumstances. Situations that would be considered include:

- Students in a dual degree program who can demonstrate they will complete both degrees within two semesters, as evidenced by the student's advisor.
- Students who can demonstrate the degree will be completed in the following semester and must be verified by the individual student's advisor.

Please note: The above circumstances do not guarantee the approval of an appeal.

Procedure for Filing a Federal Financial Aid Appeal:

You will be notified by MVCC if you have lost eligibility for federal financial aid via your college email; the status can also be viewed through your MyMV account. This will occur after the Office of Records and Registration has processed grades.

The notice you receive will contain a due date for the appeal to be filed, appeals after that date will not be considered. You can file your appeal online at www.mvcc.edu/financial-aid/SAP.

As much information and support documentation should be submitted with the appeal; decisions will be available for viewing on your MyMV account within 15 days of submission of the request, and all supporting documentation.

Standards of Academic Progress for State Financial Aid:

New York State aid includes the TAP, Part-Time Tap, MERIT, NYS Part-Time Scholarship, Academic Excellence Scholarship, STEM Incentive, and VTA. With all programs, standards of academic progress apply; however, be aware that they differ from the Federal standards.

Additional differences are as follows:

- A total of eight semesters of TAP is available for undergraduate studies; six of those semesters can be used at a two-year college; if the six semesters have been used, there is no appeal available to regain eligibility.
- Only one appeal during a student's academic career is allowed for New York State aid.

Federal Standards of Progress

If you have attempted this many credit/remedial hours	You must pass this many credit/remedial hours	And achieved a cumulative GPA of not less than
3	0	.00
6	3	1.50
12	6	1.50
18	10	1.65
24	14	1.65
30	18	1.65
36	25	1.65
42	29	1.80
48	33	1.80
54	37	2.00
60	42	2.00
64	46	2.00
72	50	2.00
78	54	2.00
84	58	2.00
90	63	2.22
96	67	2.00
99	69	2.00

New York State Standards of Progress

Standards Prior to 2010-2011
Associate Program: this standard applies to students whose first payment of a TAP award was prior to the 2010-2011 financial aid year.
OLD STANDARDS Prior to 2010-2011

Before Being Certified for This Payment	1st	2nd	3rd	4th	5th	6th
A student must have accrued at least this many credits:	00	03	09	18	30	45
With at least this cumulative GPA:	.00	.05	.75	1.3	2.0	2.0
And must have finished this many semester's credits:	0.0	6.0	6.0	9.0	9.0	12
Standards Beginning 2010-2011						
Associate Program: this standard applies to students whose first payment of a TAP award began in the 2010-2011 financial aid year.						
NEW STANDARDS beginning 2010-2011						
Before Being Certified for This Payment	1st	2nd	3rd	4th	5th	6th
A student must have accrued at least this many credits:	00	06	15	27	39	51
With at least this cumulative GPA:	.00	1.3	1.5	1.8	2.0	2.0
And must have finished this many semester's credits:	0.0	6.0	6.0	9.0	9.0	12

MVCC Scholarships

The MVCC Foundation awards more than 400 scholarships at a value of $450,000 each year. Awards range from $100 to full-tuition. Scholarships are available to help students pay for a variety of educational expenses, including tuition, books, and other costs. Each of the nearly 140 scholarships has a unique set of criteria which determines a student's eligibility. With the range of criteria, nearly every student will find one or more scholarships for which they qualify. Scholarships are available to incoming freshmen, second-year students, returning adults, and part-time students.

Students who graduate in the top 10% of their Oneida County high school class qualify for the full-tuition Francis A. Wilcox Memorial Presidential Scholarship (less TAP and up to $500 of PELL). Additionally, a limited number of students graduating in the top 10% of their class from accredited New York State public or private high schools outside Oneida County may qualify for the full- tuition Francis A. Wilcox Memorial Exceptional Student Scholarship (less TAP and up to $500 of PELL). Several other scholarships offer full-tuition, less aid, and many offer awards of $1,000 or more. All prospective students are encouraged to inquire at the Institutional Advancement Office at 315-792-5555, or by visiting www.mvcc.edu/scholarships.

Refunds

Registered part-time students who withdraw from one or more courses during the refund period may be granted a partial refund. Full-time students who drop below 12 credit hours or the equivalent during the refund period are eligible for a refund only if they have their registration changed to part-time status at that time. The official date of withdrawal from the College is the date the Holistic Student Support Office receives notification from the student. The official date of withdrawal from a course is the date the drop form is received by the Office of Records and Registration. See the Tuition and Fee Refund Policies chart for details.

Refund of Residence Hall Room, Board, and Fee Payments

The Residence Hall Room and Board Agreement is financially binding for the full academic year, or in the event of mid-year admission, the remaining portion thereof. All Residence Hall Room and Board related costs will appear on the College bill and are due by the official payment date prior to each semester. Residence Hall Room and Board and Fee Reductions are limited to the first three weeks of a student's first semester of occupancy, unless the student is granted a Room and Board Agreement Release.

Appeal Procedure: Appeals, including medical, of the deposit or refund schedule may be made in writing to the MVCC Dormitory Corporation, no later than 30 days after the end of the academic year in which the charges were incurred, when possible. Appeal must include documentation where appropriate. Appeals may be made via U.S. Mail to MVCC Dormitory Corporation, 1101 Sherman Drive Utica, NY 13501, or via email to reslife@mvcc.edu.