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Costs



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# Tuition and Fees

## Tuition

Tuition is determined by the number of credit hours in which the student is enrolled, the level of the courses and the student's residency status (see Table 10).

- Undergraduate students are considered full time at 12 or more credits.
- Graduate students are considered full time at 9 or more credits.
- Students enrolled in no more than 4 credits per semester pay tuition at the resident rate.

TABLE 10 2009 – 2010 TUITION

	Resident	Non-resident
100 – 200-level courses	\$141/credit	\$471/credit
300 – 400-level courses	\$159/credit	\$489/credit
500-level courses	varies	varies
600-level courses	\$316/credit	\$646/credit

Note: Audited credits are charged at the same rate as other credits.

## RESIDENT AND NON-RESIDENT

Students eligible for resident status include:

- Alaska residents who are members of the National Guard, United States Armed Forces, or Alaska National Guard, and their spouses and dependent children;
- students from other states or provinces whose public universities waive non-resident charges for Alaska residents and students from foreign cities and provinces that have partnerships with Alaska or specific Alaska communities (lists of approved programs are published online in University of Alaska Board of Regents regulations),
- students participating in the UA Scholars Program, and
- students participating in the University of Alaska College Savings Program who meet eligibility criteria as established by the Education Trust of Alaska.

For purposes of tuition assessment, a "resident" is any person who, prior to the published first day of instruction at his or her home campus:

- has been physically present in Alaska for two years (apart from documented absences due to illness, vacations, attending another educational institution while maintaining Alaska residency, or other absences not exceeding a total of 120 days in the two-year period), and
- declares the intention to remain in Alaska indefinitely.

A dependent child (one who is unmarried, younger than age 24, and financially dependent on his or her parent or

guardian) will be considered a resident if he or she has a parent or guardian who qualifies as an Alaska resident as defined above. Dependent children of alumni who have received an associate, baccalaureate or graduate degree from the University of Alaska also qualify for resident tuition.

A student will be considered non-resident if within two years prior to applying for residency he or she:

- carried out any act inconsistent with Alaska residency,
- was claimed as a dependent child of a non-resident of Alaska for federal income tax purposes during the most recent tax year, or
- paid resident tuition at an educational institution in another state during the past two years.

Students having non-immigrant visa status are not eligible for Alaska residency.

A student who has initially registered as a non-resident may apply for resident status after residing in the state for one year under the university's "bona fide resident" provision. Bona fide resident status can be based on eligibility to receive the Alaska Permanent Fund Dividend.

Students who want to apply for resident status should file

documentation at

the published first

ditions contact the

**Note:** The revised and detailed University of Alaska Fairbanks residency policy is available at [www.uaf.edu/catalog/catalog\\_09-10/expenses/tuition.html](http://www.uaf.edu/catalog/catalog_09-10/expenses/tuition.html).

## Basic Student Fees

### ASUAF

**Cost:** \$35 per semester.

**Who pays:** All students enrolled in 3 or more credits.

**What's covered:** Associated Students of the University of Alaska Fairbanks (ASUAF) represents student views and concerns to the university administration, board of regents and Alaska Legislature. The ASUAF fee also pays for publication of the UAF student newspaper, the Sun Star; the student-managed ASUAF Concert Board; and KSUA, the student radio and on-campus television station. Other services provided through ASUAF include a free half-hour attorney consultation, ombudsman consultation, student discounts at participating businesses (the ASUAF Student Saver program), free international student identification cards, subsidized student club activities and much more. Contact ASUAF at 907-474-7355 or visit [www.asuaf.org](http://www.asuaf.org).

### ATHLETICS AND CAMPUS RECREATION

**Cost:** \$8 per credit hour (to a maximum of \$96 per semester)

**Who pays:** All Fairbanks area students (Fairbanks campus or Tanana Valley Campus sites) enrolled in 3 or more credits.

**What's covered:** The Athletics and Campus Recreation fee provides free admission to all home athletic competitions. Admission will only be guaranteed until the start of each event. Fee excludes post-season competitions. For more information regarding event/ticket policies visit [www.alaskanook.com](http://www.alaskanook.com).

## COURSE FEES

**Cost:** Varies

**Who pays:** Students enrolled in courses with special fees. See the class schedule for individual classes.

**What's covered:** Some courses require special equipment, supplies or services and charge a materials fee in addition to tuition. Check course listings in the class schedule to see if material fees are required for any of your classes.

## HEALTH AND COUNSELING CENTER

**Cost:** \$105 per semester

**Who pays:** Students enrolled in 9 credits or more, students living in university housing, and all students purchasing student health insurance. (Optional for students taking 6 – 8 credit hours with student health insurance purchase or evidence of other insurance.)

**What's covered:** Basic medical and counseling services at the UAF Center for Health and Counseling on the Fairbanks campus.

**Waivers:** Students who meet all of the following conditions may waive the Health Center fee: 1) no courses on the Fairbanks campus or at University Park, 2) not living in university housing and 3) not purchasing the university student health insurance plan. Pick up a health center fee waiver form from the cashier at fee payment, in the UAF Business Office on the Fairbanks campus, or call 907-474-7043.

## HEALTH INSURANCE

**Cost:** \$352 per semester and \$945 annually. (Rates are renegotiated each year.)

**Who pays:** Students enrolled in 9 or more credits, students living in university housing and all international students with F-1 and J-1 visas (including Canadian students) must have health insurance coverage. If you do not already have health insurance, you must purchase the student health insurance coverage provided through the university. Departments such as the Center for Health and Counseling, Residence Life (housing) and the Office of International Programs may request proof of insurance from you at any time during the semester. Insurance is optional for students enrolled in 6 – 8 credit hours.

Students must actively attend classes for at least the first 31 days after the date for which coverage is purchased. Correspondence, home study, Internet and distance education courses do not fulfill the eligibility requirements that the student actively attend classes. Students taking 6 or more credit hours who do not meet eligibility requirements because they are not physically attending classes may enroll in the plan on a voluntary basis using the Distance Education enrollment form and paying the Distance Education rate. Distance Education enrollment forms are available at the Center for Health and Counseling.

TABLE 11 **BASIC STUDENT FEES**  
(per semester unless otherwise indicated)

<b>ASUAF</b>	\$35
<b>Athletics and Campus Recreation</b>	\$8/credit to a maximum of \$96
<b>Course Fees</b> (see the class schedule)	varies
<b>Health Fees</b> (beginning at 9 credits)	
Health and Counseling Center	\$105
Health insurance	\$352
<b>Parking Decal</b>	
8 credits or fewer	\$35
9 or more credits	\$68
annual permit	\$124
<b>Student Recreation Center</b>	\$75
<b>Technology</b>	\$5/credit to a maximum of \$60
<b>Transportation</b>	
1 – 3 credits	none
4 or more credits	\$13
<b>UA Network</b>	
2 percent of tuition	varies
<b>Wood Center Student Life</b>	
1 – 8 credits	none
9 or more credits	\$25

*All fees are subject to change.*

**What's covered:** Most accidents and acute illnesses up to a specified maximum amount per illness or injury. See the health insurance brochure for details at [www.uaf.edu/chc/healthplan.html](http://www.uaf.edu/chc/healthplan.html).

**How to pay:** Insurance is not automatically charged to your account. You must add the health insurance fee to your bill during fee payment. You can also add the insurance premium on the web at <http://uaonline.alaska.edu> or by calling the Business Office at 907-474-7384 or 907-474-6337.

**Waivers:** International students on F-1 and J-1 visas (including Canadian students) who meet specified requirements may get a waiver signed at the Office of International Programs. Evidence of equivalent coverage must be presented in English and in advance of the fee payment period. Call OIP at 907-474-5327 for details.

## PARKING DECAL

**Cost:** \$35 per semester for 8 credits or less, \$68 per semester for 9 or more credits, or \$124 for an annual parking decal (available only in the fall)

**Who pays:** All students who park at any UA, UAF or Tanana Valley Campus facility in Fairbanks, whether on or off campus, are required to have a parking decal or permit displayed on the vehicle at all times, including evenings. Affiliates may also park in metered spaces in lieu of buying a parking decal or permit. (Campus residents may not purchase the multi-car user decal option. Employees are not eligible to purchase parking decals at student rates.)

**What's covered:** Parking in decal required lots or spaces at any UA, UAF or Tanana Valley Campus facility in Fairbanks, whether on or off campus.

**How to pay:** You may add parking to your semester tuition and fees using UAOnline (<http://uaonline.alaska.edu>)

or by calling the Business Office at 907-474-7384 or 907-474-6337, or Parking Services at 907-474-7275. Parking fees may also be added and paid during fee payment. Once you pay tuition and fees, pick up your parking decal at Parking Services. Please bring your web or in-person payment receipt, the DMV vehicle registration form or documentation showing vehicle ownership to one of the two parking office locations: 111 Eielson Building or 1855 Marika Road. Your decal is valid only when it is properly affixed to the assigned vehicle.

Parking fees help fund the campus shuttle service. Other free services provided through parking fees include assistance for motorists who run out of gas, are locked out of their vehicles or need a jump start.

Complete UAF parking regulations, citation payment and decal purchase may be found online at [www.uaf.edu/fs/parkingservices.html](http://www.uaf.edu/fs/parkingservices.html). For more information call 907-474-PARK (7275) or e-mail [fypark1@uaf.edu](mailto:fypark1@uaf.edu).

### STUDENT RECREATION CENTER

**Cost:** \$75 per semester

**Who pays:** All Fairbanks area students (Fairbanks campus or Tanana Valley Campus sites) enrolled in 9 or more credits. Students enrolled in 3 – 8 credits who want access to the Student Recreation Center and its facilities have the option of paying the fee that grants permission to use the facilities. This fee is not available for students enrolled in fewer than 3 credits. Students taking courses outside the Fairbanks area are not required to pay this fee.

**What's covered:** The SRC fee provides for free use of the SRC and its facilities. An adult must accompany anyone under 18 using SRC facilities (unless he or she is a full-time UAF student). Contact the SRC for more information at 907-474-7205.

### TECHNOLOGY

**Cost:** \$5 per credit hour (to a maximum of \$60 per semester)

**Who pays:** All students.

**What's covered:** The fee remains at the campus at which it was collected and is used to support technology that enhances academics.

### TRANSPORTATION

**Cost:** \$13 per semester

**Who pays:** Students enrolled at the Fairbanks campus or Tanana Valley Campus sites and taking 4 credits or more per semester during fall or spring semesters.

**What's covered:** The transportation fee pays a portion of the costs of operating shuttle buses that provide transportation throughout campus and to various university facilities off campus.

### UA NETWORK FEE

**Cost:** 2 percent of tuition

**Who pays:** All students.

**What's covered:** The UA network charge covers rapidly rising costs, especially in the maintenance and enhancement of the university-wide technology infrastructure. The 2 percent network charge is applied on a per-credit-hour basis

(rounded to the nearest dollar) to tuition, non-resident surcharges if applicable, and fees in lieu of tuition for credit and non-credit courses. The minimum network charge per course is \$2.

### WOOD CENTER STUDENT LIFE

**Cost:** \$25 per semester

**Who pays:** All Fairbanks area students (Fairbanks campus or Tanana Valley Campus sites) enrolled in 9 credits or more. Students taking courses outside the Fairbanks area are not required to pay the Wood Center Student Life fee.

**What's covered:** The Wood Center Student Life fee supports Nanook traditions such as Starvation Gulch, International Education Week, Winter Carnival and SpringFest as well as student activities and student quality of life projects.

## Other Fees

### APPLICATION FOR ADMISSION

**Cost:** \$40 – \$60

**Who pays:** Applicants to occupational endorsement, certificate and associate degree programs should include \$40 with their admissions application, applicants to bachelor's programs should include \$50 and applicants to graduate programs, \$60.

**What's covered:** Assessment and processing of prospective student applications.

### APPLICATION FOR GRADUATION

**Cost:** \$50 (\$80 if late)

**Who pays:** Students planning to graduate in a given semester must apply for graduation early in that semester. Check the academic calendar for the semester you plan to complete your studies for the deadline to apply for graduation. If you miss the deadline, you may submit a late application for graduation up to six weeks before the last day of classes (the fee increases by \$30 if you apply after the published deadline).

**What's covered:** Credit check and certification of eligibility to graduate.

### CAMPUS HOUSING

#### Fairbanks campus single student housing

**Cost:** \$350 deposit (\$35 nonrefundable application fee; \$315 refundable damage deposit)

Double rooms	\$1,805
Single rooms*	\$2,220
Double room/single occupancy*	\$2,365
Cutler Apts./quadruple rooms	\$1,805 – 2,365

\* Extremely limited availability.

#### Fairbanks campus family housing

**Cost:** \$50 nonrefundable application fee, \$600 damage deposit (\$300 due when you are assigned a housing unit; \$300 due at check-in)

Efficiency to three-bedroom apartments: \$750 – \$1,630

**How to apply:** Send your completed application and application fee to the UAF Department of Residence Life. Applications are available online at

**TABLE 12 OTHER FEES**  
(per use unless otherwise indicated)

<b>Application for Admission</b>	
Occupational Endorsement, Certificate or Associate Degree	\$40
Baccalaureate	\$50
Graduate	\$60
<b>Application for Graduation</b>	\$50 (\$80 if late)
<b>Campus Housing</b>	
Residence halls, per semester	\$1,805 – 2,356*
Fairbanks campus family housing, per month	\$750 – 1,630**
Kuskokwim campus housing	Contact campus
<b>Credit by Examination</b>	\$40/credit
<b>Credit for Prior Learning</b>	\$50 plus \$10/credit
<b>Duplicate Tuition/Fees Receipt</b>	\$5/copy
<b>Graduate Student Reinstatement</b>	\$50
<b>Late Add/Late Registration</b>	\$50
<b>Late Placement Test or Guidance Test</b>	\$5
<b>Meal Plans, per semester</b>	\$900 – 1,875
<b>Orientation (Fairbanks area)</b>	\$75 fall \$35 spring
<b>Payment Plan</b>	\$50
<b>Post Office Box</b>	\$45/semester
<b>Records Duplication</b>	\$5/document
<b>Textbooks (approximate)</b>	\$250 – 1,100/semester
<b>Thesis Binding</b>	\$20 minimum/thesis
<b>Transcripts</b>	
Official	\$7 – 15/transcript
Unofficial	\$3/transcript

All fees are subject to change

\* Plus one-time application fee of \$35 and \$315 damage deposit

\*\* Plus one-time application fee of \$50 and \$600 damage deposit

[www.uaf.edu/reslife/forms\\_applications.htm](http://www.uaf.edu/reslife/forms_applications.htm). Room rent and meal plan fees, along with all other fees, are due in full by fee payment end. Information about Residence Life is available at 907-474-7247, [housing@uaf.edu](mailto:housing@uaf.edu), or [www.uaf.edu/reslife/](http://www.uaf.edu/reslife/).

**Kuskokwim Campus housing**

For information about campus housing at the Kuskokwim Campus in Bethel, visit [www.bethel.uaf.edu](http://www.bethel.uaf.edu) or call 907-543-4562.

**CREDIT BY EXAMINATION**

**Cost:** \$40 per credit hour

**Who pays:** Students using the credit-by-exam option for earning UAF course credit.

**What's covered:** The fee pays for coordinating the exam or other evaluation requirements between student and professor, grade recording and transcription.

**CREDIT FOR PRIOR LEARNING**

**Cost:** \$50 fee payment plus \$10/credit hour for credits earned

**Who pays:** Students using the credit for prior learning option to earn UAF course credits.

**What's covered:** The fee pays for the portfolio or license/certificate review by faculty. If credit is awarded, the fee per credit hour earned pays for grade recording and transcription.

**DUPLICATE TUITION/FEES RECEIPT**

**Cost:** \$5

**Who pays:** Anyone requesting a duplicate receipt.

**What's covered:** Replacement of lost tuition/fee statement receipts. Duplicate receipts are available from the Business Office in Signers' Hall.

**GRADUATE STUDENT REINSTATEMENT**

**Cost:** \$50

**Who pays:** Graduate students who do not meet registration requirements and fail to file an approved leave of absence may request reinstatement from the dean of the Graduate School and will be charged \$50.

**What's covered:** Reinstatement processing.

**LATE ADD/LATE REGISTRATION**

**Cost:** \$50 after the last day of fee payment

**Who pays:** Students who add a class after the last day of fee payment or students who register for one or more classes after the payment deadline (including drop/swap courses). Students will not be charged late fees when:

- adding a late start course during the regular registration period for that course;
- moving into a class for which they were wait listed;
- changing from one section of a course to another; and
- adding a course to replace a canceled course in which they were previously registered.

Late fees are refunded only if all classes for which the student has registered are canceled.

**What's covered:** Tuition/fees and registration processing.

**LATE PLACEMENT TEST OR GUIDANCE TEST**

**Cost:** \$5

**Who pays:** Students who take a placement or guidance test outside of scheduled testing sessions.

**What's covered:** Test oversight, administration and recording.

**MEAL PLANS**

**Cost:** \$900–1,875

**Who pays:** All residence hall students are required to purchase a meal plan, with the exception of residents living in Cutler Apartment Complex, Wickersham Hall and graduate students. Students who do not live on campus but are interested in purchasing a meal plan can contact Dining Services at 907-474-6661. Please review your dining contract for more details.

**What's covered (per semester):**

**Platinum** — Unlimited meals, including breakfasts at Wood Center Food Court and lunch and dinner at Lola Tilly Commons, and \$75 Munch Money. .... \$1,595

**Gold** — Unlimited meals at Lola Tilly Commons, lunch through dinner Monday through Friday, as well as brunch and dinner Saturday, Sunday and holidays, and \$100 Munch Money. (Note: Breakfast may be purchased using Munch Money.) ..... \$1,575

**Denali Block Meal Plan** — 250 meals at Wood Center Food Court or Lola Tilly Commons and \$200 Munch Money. ....\$1,845

**Talkeetna Block Meal Plan** — 200 meals at Wood Center Food Court and Lola Tilly Commons and \$350 Munch Money. ....\$1,860

**Nanook Block Meal Plan** — 150 meals at Wood Center Food Court and Lola Tilly Commons and \$500 Munch Money. ....\$1,875

**The Upper Classman Block Meal Plan** — 75 meals at Wood Center Food Court and Lola Tilly Commons and \$100 Munch Money (availability limited, junior standing and above required).....\$900

Munch Money is a declining balance account used exclusively for food purchases at any UAF campus dining location and at most vending machines. Meal plans and Munch Money can be purchased from Dining Services in 106 Eielson.

*Note: Lola Tilly Commons and Wood Center Food Court are closed throughout the UAF holiday break and Spring Break.*

### NEW STUDENT ORIENTATION

**Cost:** \$75 for the fall semester or \$35 for the spring semester covers all programs, except special Outdoor Adventures activities.

**Who Pays:** Any new student may participate in UAF Orientation on the Fairbanks campus. Orientation is required for all first year baccalaureate degree-seeking students entering UAF with less than 30 credits. The program is also required for all E.D.G.E. students (first year residential students under 20 years of age entering with fewer than 20 credits), incoming international students and UA Scholars.

**What's covered:** All materials, sessions, entertainment and meals not included in student meal plans.

### PAYMENT PLAN

**Cost:** \$50

**Who pays:** Students who are unable to pay all tuition and fees at the beginning of a semester.

**What's covered:** Budgeting by distributing the costs of tuition and fees across two or more payment dates.

### POST OFFICE BOX

**Cost:** \$45 per box per semester

**Who pays:** Students who wish to receive U.S. Postal Service mail on campus may rent a post office box in the full service post office located in Constitution Hall. USPS mail is delivered on campus to post office boxes only, not to street addresses.

**What's covered:** Post office box space, postal and mail forwarding services.

### RECORDS DUPLICATION

**Cost:** \$5 per document

**Who pays:** Anyone who requests copies of their own academic records.

**What's covered:** Copies of records in your academic file in the Registrar's Office (except transcripts from another school). Students need to submit a written request for

copies. The Registrar's Office provides document copies as time permits. All copies provided through this service are stamped "unofficial."

### TEXTBOOKS

**Cost:** Varies according to course load. You can expect to pay about \$250 to \$1,100 per semester for textbooks. The cost for books averages about \$90 – 115 per course.

**Who pays:** Students in classes with required texts.

**What's covered:** Texts, assigned readings or other course materials assigned by instructors.

### THESIS BINDING

**Cost:** \$20 minimum for each hardbound copy; other fees may be charged to cover microfilming, copyright, map pockets or postage.

**Who pays:** Graduate students upon completion of thesis or dissertation.

**What's covered:** Book binding for graduate theses and dissertations, including the two copies that are required for the UAF Rasmuson Library.

### TRANSCRIPTS

**Cost:** Official transcripts: \$7 – 15

Unofficial transcripts: \$3

**Who pays:** Anyone who requests their own transcripts from the Registrar's Office.

**What's covered:**

- **Official transcripts** are printed on special transcribing paper, include an official signature and the university seal, and are released in a sealed envelope. Official transcript requests are handled by the National Student Clearinghouse ([www.getmytranscript.com](http://www.getmytranscript.com)) or by the Registrar's Office. Normal processing time is seven to 10 business days, but at the end of a semester and during peak registration times the process may take longer. All requests for official transcripts must be submitted online or in writing and include dates and places of attendance, social security number, date of birth, current telephone number, address and payment.
- **Unofficial transcripts** are accessible via UAOnline. Unofficial transcripts are also available from the Registrar's Office for \$3 per copy. An unofficial transcript is printed on regular paper and released unsealed. Unofficial transcripts are available for pickup or can be mailed only to the student.

## Paying Tuition and Fees

All tuition and fees must be paid by the fee payment deadline published in the semester class schedule. This includes room rent, meal plan costs, student activity fees, health fees and deposits. Any charges unpaid at the end of the previous semester are also due and must be paid before you can re-enroll. If you owe money to the university and submit an enrollment form and payment for the current semester, you will not be enrolled into your classes; the payment will be

applied toward your debt. If the current semester payment is by check from a source other than the student, the payment will be returned to the source.

### CONSEQUENCES OF NOT PAYING

You are responsible for paying all tuition and fees. The university will not initiate a drop for non-payment. Students must drop within the 100 percent refund period to avoid tuition and fee charges.

UAF may withhold transcripts, diplomas or grade reports from students who have not paid all financial obligations to the institution. Registration may be withheld from any student who is delinquent in paying any amount due to the university. Registration, meal plan and housing contracts may be canceled at any time for those who fail to meet installment contract payments or financial obligations. The registration process is not complete until the student has paid all fees and charges due the university.

### PAYMENT PLANS AND TEXTBOOK LOANS

Payment plans and textbook loans are available through the Business Office. The cost of your total assessed semester tuition, fees, room and board can be broken up into monthly payments throughout the semester. The cost of a payment plan is \$50 and the cost of a textbook loan is \$10.

**Payment Plans** — Get an early start on your monthly payments. As soon as you are registered for your classes, you can set up a payment plan. Your minimum down payment and subsequent monthly payments are based upon how soon you turn in your payment plan form to the Business Office. If you do not meet the payment plan requirements, please contact the Business Office at 907-474-7384 to make an appointment.

**Textbook Loans** — You may be eligible for an advance of your financial aid for the purchase of your textbooks. Bring a textbook list and verification of certified financial aid to the Business Office and complete a textbook loan application. A \$10 processing fee applies. If the loan is not repaid within 30 days, a late fee of \$35 will be applied to past due accounts and a hold will be placed on your account until it is brought current.

If you do not have certified financial aid you must be in a payment plan to receive a textbook loan. You must provide a textbook list and meet the same requirements for a payment plan.

The advance or loan amount is applied to your PolarExpress card, which can then be used for payment when ordering your books from the UAF Bookstore website.

A payment plan or textbook loan requires a formal contract between you and the university. You must be registered for your classes prior to the approval of your contract.

Full details and forms for payment plans and textbook loans may be downloaded from the UAF Business Office website at [www.uaf.edu/business/forms.html](http://www.uaf.edu/business/forms.html), picked up in person at the Business Office, e-mailed, or faxed to you upon request. Questions may be directed to 907-474-7384 or [business.office@uaf.edu](mailto:business.office@uaf.edu).

### • Senior Citizen Tuition Waiver

UA Board of Regents policy waives regular tuition for Alaska residents at the age of full Social Security retirement benefits. You are eligible to use the Senior Citizen Tuition Waiver and enroll in UAF courses if:

- you are a permanent resident of Alaska;
- you are eligible to receive full Social Security retirement benefits; and
- there is space in the class or classes you want.

If you are using a senior tuition waiver, do not register until the first day of instruction for each class. You must meet both age and residency requirements by one of the following dates to be eligible for the corresponding semester: Sept. 1 for fall; Jan. 1 for spring; May 1 for summer. Reimbursements will not be made to senior citizens who pay for a course and then request a waiver.

### • Employee Tuition Waiver

Employee tuition waivers pay only for tuition. The employee is responsible for all other fees. Tuition waiver forms are not accepted after the end of the semester. Employees who pay for a course and later become eligible for a waiver will not be reimbursed.

## Refunds

### TUITION AND FEES

Students who withdraw from courses or cancel enrollment must submit a completed official withdrawal form to the Registrar's Office. UAF may fully or partially refund undergraduate, graduate and non-resident tuition and fees. The following conditions apply:

1. If UAF cancels a course, students' tuition and fees will be refunded in full.
2. If a student formally withdraws from a course, UAF will make refunds according to the date of the withdrawal.
  - a. If withdrawal is prior to or on the last day for late registration, UAF will refund 100 percent of tuition and fees. The parking decal fee will be refunded in full if the student returns the parking decal at the time of withdrawal.
  - b. If withdrawal is within one week after the last day of late registration, UAF will refund 50 percent of tuition only. The parking fee will be returned in full (less \$5) if the student returns the parking decal at time of withdrawal.
  - c. If student withdraws from a class and adds another on the same day through the fourth Friday of the semester, UAF will exchange tuition.  
*NOTE: If the exchange is uneven — e.g., lower level to upper level, or 3 credits to 4 credits — tuition is owed and due the same day.*
  - d. If withdrawal is after the fourth Friday of the semester, no refund or exchange of tuition is available.

- **Courses Meeting Four Weeks or More But Less Than a Semester**

1. If a student withdraws within five working days of the first class meeting, UAF will refund 100 percent of tuition and fees.
2. If a student withdraws within six to 10 working days of the first class meeting, UAF will refund 50 percent of tuition only.
3. If a student withdraws on or after the 11th working day after the first class meeting, no refund or exchange of tuition is available.

- **Courses Meeting Less Than Four Weeks**

If a student withdraws before the first day of class, UAF will refund 100 percent of tuition and fees. No refund or exchange of tuition is available to students who withdraw on or after the first day of class.

action to discontinue services. In any case in which a significant curtailment is judged proper by UAF, the university's liability is limited to (at most) a refund of tuition and fees paid.

#### **APPEAL FOR REFUND OF TUITION**

Appeals for refund of tuition are exceptions to policy and are only allowed in exceptional cases. Approval is not automatic, and you need to provide documented evidence to support your request. Acceptable serious and compelling reasons may include: 1) death in immediate family; 2) serious illness or injury of student or immediate family; and 3) factors outside of student's control (for example, major employment change, fire, flood). Failure to comply with published deadlines or regulations is not a serious and compelling reason to seek a refund and will not be approved.

Appeals for refund of tuition must be submitted within 30 class days after the beginning of the next regular semester. Forms for an appeal for refund of tuition are available online at [www.uaf.edu/business/forms](http://www.uaf.edu/business/forms) or through the Business Office in Signers' Hall at the Fairbanks campus or through local campus student services offices. Once received, the appeal will be evaluated by a campus-wide committee which will return a decision to the student. The decision of the committee is final and a student who files a written appeal under these procedures shall be expected to abide by the final disposition of the review, as provided, and may not seek further appeal of the matter under any other procedure within the university. Submission of appeals and appropriate documentation after published deadlines will not be considered. Contact the UAF Business Office for additional information.

#### **REFUND PROCESSING TIMELINE**

1. The date the drop/withdraw is processed by the Registrar's Office determines eligibility for a refund. The credit amount on a student schedule bill/receipt given by the Registrar's Office at the time of the drop may not be correct; changes may occur during the audit process.
2. For evening or weekend classes, the drop must be processed the next working day for the refund to apply.
3. A student whose registration is canceled as a result of disciplinary action forfeits all rights to a refund of any portion of tuition and fees.
4. If a student's registration is canceled by a faculty-initiated drop/withdraw, the refund will be based on the date of the drop/withdraw and the policy described in a, b or c above.
5. If you paid fees by personal check, any refund to which you may be entitled will be processed 30 days after your check has been deposited. The 30-day wait will be suspended if you provide proof that your check has cleared your bank.
6. If you owe a debt to the university, any credits resulting from your drop/withdraw will be applied to that debt.
7. Students who receive any type of external funding, including financial aid, may have their refunds applied to the external funding source. In the case of financial aid, the refund will be applied according to federal regulations.
8. Vocational/technical course fees are subject to this refund schedule.
9. Summer Sessions refund policy is separate and is found in the Summer Sessions catalog.
10. In case the operations of UAF are adversely affected by war, riot, natural act, action of civil authority, strike or other emergency or condition, the university reserves the right to take action to curtail part or all of its operations, including action to cancel classes and

#### **HOUSING**

Students who move off campus or withdraw from the university will receive room refunds according to the schedule on page 64.

Any refund of room charges will be based upon the days remaining in the semester. A \$75 service charge will be subtracted from each refund of meal plan charges, regardless of the date of withdrawal. No refunds are available after the 12th week of the semester.

#### **MEALS**

Please refer to your board plan agreement for specific information about meal plan refunds.



# Financial Aid

## What is Financial Aid

Most students will need financial aid to help pay for the cost of attending college. Financial aid in the form of scholarships, grants, loans and employment is available at the University of Alaska Fairbanks to eligible students who need assistance to attend school.

Financial aid can be used to help pay for tuition, fees, books, supplies and living expenses such as room and board. The financial aid office provides counseling and information services to students and parents and administers a comprehensive program of financial assistance. Specific information regarding financial aid programs at UAF can be found online at [www.uaf.edu/finaid/](http://www.uaf.edu/finaid/). Definitions for many financial aid terms can be found in the glossary at the back of this catalog. The financial aid office is located in 101 Eielson. We can be reached by phone at 907-474-7256, toll-free at 1-888-474-7256, or via e-mail at [financialaid@uaf.edu](mailto:financialaid@uaf.edu).

## Who Receives Financial Aid

To receive financial aid you must:

1. Be admitted to a financial aid eligible certificate or degree program at UAF;
2. Be a U.S. citizen or eligible non-citizen (F-1 and J-1 students are not eligible for state or federal financial aid, but may apply for University of Alaska Foundation or UAF privately funded scholarships, and graduate fellowships or assistantships.);
3. Be registered with Selective Service if you are a male 18 or more years old;
4. Have a valid social security number;
5. Be making satisfactory academic progress as defined by the financial aid office policy (policies and forms can be found online at [www.uaf.edu/finaid/](http://www.uaf.edu/finaid/).);
6. Not be in default on any federal education loan and not owe a refund because of overpayment of a previous federal grant or loan at any college or university;
7. Receive passing scores on either the COMPASS or ASSET tests if you don't have a high school diploma or equivalent and weren't home schooled. Passing COMPASS scores are: Pre-Algebra/Numerical: 25 or higher; Reading: 62 or higher; Writing: 32 or higher. Passing ASSET scores are: Numerical: 33 or higher; Reading: 35 or higher; Writing: 35 or higher.

## How to Apply for Financial Aid

The forms needed to apply for federal, state and UAF financial aid programs are available at the UAF Financial Aid Office or on our website [www.uaf.edu/finaid/](http://www.uaf.edu/finaid/).

All students must complete the Free Application for Federal Student Aid (FAFSA) to be considered for grants, scholarships, tuition waivers, loans and work study.

FAFSA forms may be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The earliest date students may begin completing the form is Jan. 1.

The priority application deadline for UAF is Feb. 15. If you miss the deadline, you may still apply for financial aid, but you might not be eligible for institutional scholarships or some state/federal grants.

Remember to apply for a PIN (Personal Identification Number) at [www.pin.ed.gov](http://www.pin.ed.gov), which you will use to electronically access and sign your FAFSA. Parents of dependent students will also need a PIN.

## Costs of Attending UAF

The information in Table 13 for a typical full-time undergraduate student for the school year is provided to help students estimate the total cost of attending UAF:

	Single student living alone off campus	Single student living in UAF residence hall
Tuition and fees*	\$5,138	\$5,138
Books, supplies	\$1,300	\$1,300
Room and board**	\$8,100	\$6,802
Transportation	\$1,800	\$ 432
Misc./personal	\$2,070	\$2,070
TOTAL	\$18,408	\$15,742

\* Estimate includes Alaska resident tuition costs for freshmen/sophomores. Includes Wood Center student life, student government, technology, transportation, UA network, athletics, Student Recreation Center and health center fees. Does not include health insurance, parking, travel or special costs associated with international or exchange students. Costs are subject to change. Add \$10,080 for non-resident tuition. Costs are subject to change.

\*\* Double room and 19 meals per week

Standard budgets do not always fit everyone. The financial aid office will try to provide methods of covering unusual expenses such as medical bills, special child care or emergency items. Since eligibility is based on prior year income, you may request a review of your eligibility if your income changes from loss of job, divorce, death or disability.

## How Eligibility is Determined

Within two to four weeks after the FAFSA is filed, the financial aid office will receive a student aid report from the U.S. Department of Education. The information on this form is used to determine a student's eligibility for financial aid at UAF.

Once our office has received this report, students will receive an e-mail from our office either requesting additional information (such as copies of income tax forms, proof of citizenship, etc.) or an award notice detailing your eligibility for financial aid. This information is also available via UAOnline at <http://uaonline.alaska.edu>. Students should respond to requests for additional information promptly in order to avoid delays.

The total amount of financial aid awarded will be based on the FAFSA results and the student's cost of attendance.

## Scholarships, Grants and Tuition Waivers

Grants are usually based on financial need, whereas scholarship awards are based on academic achievement as well as financial need. These types of aid do not have to be repaid. Most grants and scholarships are designed for undergraduate students.

- **University of Alaska Scholars Program**

UA Scholars are exceptional graduates of Alaska high schools who are offered a unique opportunity to attend the University of Alaska with an \$11,000 scholarship paid over eight semesters at \$1,375/semester. The UA Scholars Program encourages Alaska's high school graduates to pursue their advanced education in the 49th state. Alaska high schools designate the top 10 percent of the junior class at the end of their junior year for the UA Scholars Award. UA Scholars may use their awards at any of the UA system campuses. The award may also be applied to costs of qualified student exchange programs. Contact the UA Scholars coordinator at the Office of Admissions at 907-474-7500 or 1-800-478-1823.

- **Chancellor's Scholarship**

This award is available to high school students transitioning to college for the first time. A UAF application for admission, including the scholarship supplement form that is part of the application, must be received by Feb. 15 to be considered for this award. You may apply online at <http://uaonline.alaska.edu>. For more information contact the Office of Admissions at 907-474-7500 or 1-800-478-1823.

- **Human Achievement Award**

This service award is given to graduating high school seniors and transfer students who demonstrate a record of volunteerism, community service and a commitment to high academic standards. A UAF application for admission, including the scholarship supplement form

that is part of the application, must be received by Feb. 15 to be considered for this award. You may apply online at <http://uaonline.alaska.edu>. For more information contact the Office of Admissions at 907-474-7500 or 1-800-478-1823.

- **Talent Grant Award**

Awards are for graduating high school or transfer students who have demonstrated talent in music, theater, creative writing or art. A UAF application for admission, including the scholarship supplement form that is part of the application and a sample or portfolio, must be received by Feb. 15 to be considered for this award. You may apply online at [www.uaf.edu/admissions/](http://www.uaf.edu/admissions/) or at <http://uaonline.alaska.edu>. For more information contact the Office of Admissions at 907-474-7500 or 1-800-478-1823.

- **UAF Privately Funded Scholarships**

Several hundred privately funded scholarships are available to all prospective and current students in a variety of academic majors. A UAF application for admission, including the scholarship supplement form that is part of the application, must be received by Feb. 15 to be considered for most scholarships. Continuing students must complete the scholarship supplement form only. You may apply online at <http://uaonline.alaska.edu>. For more information contact the Office of Financial Aid at 907-474-5372 or 1-888-474-7256.

- **University of Alaska Foundation Scholarships**

Scholarships are available for students attending any campus in the UA system. Applications are available in the UAF financial aid office or at the UA Foundation Office, 206 Butrovich Building. The deadline is Feb.15. For information telephone 907-474-7687, e-mail [sdfnd@alaska.edu](mailto:sdfnd@alaska.edu), or visit [www.alaska.edu/uafound/](http://www.alaska.edu/uafound/).

- **UAF Merit Scholarship**

This four-year scholarship is available to National Merit Finalists (as determined by the National Merit Scholarship Corporation) who have selected UAF as their first-choice institution. For information contact the Office of Admissions at 907-474-6231 or 1-800-478-1823.

- **Army ROTC Scholarships**

The U.S. Army awards four-year scholarships to high school students each year based on nationwide competitions. Students may use these scholarships to attend the university of their choice provided that university is also host to an Army ROTC program. The UAF Army ROTC program supports campus-based competition for four-, three- and two-year scholarships for qualified UAF students. These scholarships may be used for undergraduate or graduate programs. Army ROTC scholarships pay UAF tuition and mandatory fees, \$900 annually for books and supplies, and provide a monthly stipend for living expenses ranging from \$300 to \$500 depending on the length of the scholarship.

For additional information about the Army scholarship program, eligibility requirements and the

application process, contact the Department of Military Science at 907-474-6852 or e-mail [rotc@uaf.edu](mailto:rotc@uaf.edu).

- **Bureau of Indian Affairs (BIA) and Native Corporation Scholarships**

The federal Bureau of Indian Affairs offers grants to undergraduate full-time students. Applicants must be at least one-quarter American Indian or Alaska Native. These grants supplement other financial aid and are based on financial need. Grants range from \$50 to \$3,000 or more each year. The average grant at UAF is \$1,600. Further information on BIA grants can be obtained from the BIA Regional Office, 1675 C Street, Anchorage, Alaska, 99501-5198, or by telephone at 907-271-4115.

Some regional and village corporations provide scholarships to shareholders. Contact your local corporation for details on eligibility and application procedures.

- **Horizon Grant**

The Horizon need-based tuition assistance grant is awarded to eligible undergraduate students pursuing bachelor's degrees in business administration, accounting, biological sciences, civil engineering, computer science, elementary education, electrical engineering, fisheries, geological engineering, geological/environmental studies, mechanical engineering, mining engineering, natural resources management, petroleum engineering, rural development and wildlife biology. Current and transfer UAF students must have a minimum cumulative GPA of 2.0. Incoming freshman must have a high school GPA of 3.0 or ACT scores higher than 24 (SAT higher than 1100). The actual award amount ranges from \$800 to \$2,000 per academic year. Students must also be enrolled and have completed the Free Application for Federal Student Aid (FAFSA).

- **Pell Grant**

The federal Pell Grant is a need-based grant available to undergraduate students to help pay college costs. Since this grant is based on financial need, students must complete the Free Application for Federal Student Aid (FAFSA). A federal processor will send applicants a Student Aid Report (SAR) indicating whether they qualify. Federal Pell Grants will go up to \$4,731 for the 2009 – 2010 school year.

- **Federal Supplemental Educational Opportunity Grant**

This grant is for exceptionally needy undergraduate students. Award amounts range from \$600 to \$1,000 each year.

- **Student Support Services Program (SSSP) Grants**

Student Support Services offers grant aid to qualified program participants who have made use of the SSS academic support services and are receiving Pell Grant funds. To be eligible to participate, you must be a first generation college student (neither parent has a college degree), have a documented learning or physical

disability, or qualify as a low income student. Visit [www.uaf.edu/sssp/](http://www.uaf.edu/sssp/) for more information.

- **Academic Competitiveness Grant**

An Academic Competitiveness Grant will provide up to \$750 for the first year of undergraduate study and up to \$1,300 for the second year to full-time students who are eligible for a federal Pell Grant and who successfully completed a rigorous high school program. Second year students must also have maintained a cumulative GPA of at least 3.0. The Academic Competitiveness Grant award is in addition to a Pell Grant award.

- **Alaska Advantage Grant**

The Alaska Advantage need-based grant is awarded to Alaska residents attending Alaska institutions. Priority is given to students pursuing degrees in Alaska workforce priority programs (such as allied health, social and community services, or teaching) or who have an ACT score of 25 or higher or SAT score of 1180 or higher. Part-time awards range from \$500 to \$1,000 per academic year. Full-time awards range from \$1,000 to \$2,000 per academic year.

- **National Science and Mathematics Access to Retain Talent Grant**

A National SMART grant will provide up to \$4,000 for each of the third and fourth years of undergraduate study to full-time students who are eligible for a federal Pell Grant and who are majoring in physical, life, or computer sciences, mathematics, technology, engineering or in a foreign language determined critical to national security. The student must also have maintained a cumulative GPA of at least 3.0 in coursework required for the major. The National SMART Grant award is in addition to the student's Pell Grant award.

- **Western Undergraduate Exchange Award**

UAF participates in the Western Undergraduate Exchange (WUE) administered by the Western Interstate Commission for Higher Education (WICHE). Only new undergraduate degree applicants claiming residency in Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington or Wyoming are considered for a WUE award that reduces non-resident tuition to 1.5 times the resident tuition rate. WUE award applicants must submit an application for admission and clearly mark their interest in WUE on the form. Admission is restricted to an approved list of degree programs. Priority deadline for reviewing WUE applications is Feb. 15. For more information contact the Office of Admissions at 1-800-478-1823 or 907-474-7500, or online at [www.uaf.edu/admissions/](http://www.uaf.edu/admissions/). *Note: Students attending any campus of the University of Alaska system under the Western Undergraduate Exchange (WUE) program are assumed to be receiving the benefit of reduced tuition because of their residency in a partner state. Therefore, time spent in WUE does not count toward the time required to establish residency in Alaska for tuition purposes. If students end their participation in WUE, they could begin establishing residency for tuition purposes as set forth in the resident and non-resident tuition policy on page 50.*

## Graduate Assistantships

You must be admitted to a graduate program to receive an assistantship. Research and teaching assistantships are awarded to qualified graduate students by each department or program. For application information, contact the department or program directly. For additional information, see *How to Earn a Graduate Degree*, page 191.

Fellowships are available through the University of Alaska Foundation, the Graduate School and private organizations. A limited number of these awards are granted each year, and the amounts vary. For information, contact the UA Foundation, 907-474-7687 or the Graduate School, 907-474-7464, or visit online at [www.uaf.edu/gradsch/](http://www.uaf.edu/gradsch/).

## Loans

Loans represent a major source of assistance as you try to meet the full costs of your education. Educational loans generally have long-term repayment schedules and offer low interest rates. They often have provisions for deferring payments and may offer additional benefits related to financial need.

Any student who borrows money for college should understand the specific conditions and requirements regarding disbursements, deferments and repayment options. Students who fail to meet the conditions of the satisfactory academic progress policy may be denied all federal aid.

UAF participates in the Federal Student Loan Program. The Federal Stafford Loan provides loans from a lender such as a bank through a guarantee agency and UAF. The program offers subsidized and unsubsidized loans. Subsidized loans are for students who have financial need; the government makes interest payments on the loan while the student is in school, in grace period or in deferment. Unsubsidized loans are those for which the student is responsible for interest payments even while in school.

Table 14 below outlines estimated monthly payments over a 10-year repayment period. Loan repayment calculations are available at [www.finaid.org](http://www.finaid.org).

TABLE 14 **STUDENT LOAN REPAYMENT SCHEDULE**

Total Loan	Monthly Payments	8.25 Percent Interest	Total Repayment
\$ 5,000	\$ 61	\$2,359	\$ 7,359
\$10,000	\$123	\$4,718	\$14,718
\$15,000	\$184	\$7,098	\$23,078
\$20,000	\$233	\$8,965	\$28,965
\$25,000	\$307	\$11,796	\$36,796

Students must be enrolled in at least 6 credits to qualify for a state or federal loan. Yearly limits for dependent students are \$3,500 for first-year students, \$4,500 for second-year students and \$5,500 for upper-level undergraduates. Independent students may borrow, including the subsidized federal loan, up to \$7,500 as first-year students, \$8,500 as second-year students and \$10,500 as third- or fourth-year

students. Graduate students may borrow \$20,500, of which \$8,500 can be a subsidized loan. The interest rate varies annually and is capped at 8.25 percent.

The Federal Parent Loan for Undergraduate Students (PLUS) is a program for parents of dependent students. The cost of attending UAF determines the annual loan limits. A variable interest rate or finance charge, not to exceed 9 percent, is determined each year for the federal PLUS programs.

The Alaska Commission on Postsecondary Education (ACPE) offers both federal and state loan programs. These loans are available to all students attending UAF. Through its federal component, AlaskAdvantage offers Stafford (subsidized and unsubsidized) and PLUS loans. State loans include the Alaska Supplemental Education Loan (ASEL), the Family Education Loan, the Teacher Scholarship Loan, and the Winn Brindle Scholarship Loan.

Students seeking an Alaska Supplemental Education Loan (ASEL) must apply using the Free Application for Federal Student Aid (FAFSA) and the ASEL Master Promissory Note.

The ASEL loan can be used as a supplement to any other aid, provided the total amount of aid does not exceed a student's calculated cost of attendance. ASEL approval also requires a student to have good credit. Undergraduates may borrow up to \$8,500, and graduate students up to \$9,500. Repayment begins no later than six months after the borrower stops attending school at least half time. The interest rate is variable and is made public every July. Interest is charged from the day of disbursement.

The Alaska Family Education Loan Program allows the student's family to share the cost of the student's education. A family member can borrow up to \$8,500 for an undergraduate and up to \$9,500 for a graduate student. The interest rate is 5 percent and the borrower begins repayment within 60 days of the final disbursement.

The Teacher Scholarship and Winn Brindle Scholarship loans can be used only for specific fields of study. For information on these two programs, please contact the Alaska Commission on Postsecondary Education (ACPE), 3030 Vintage Boulevard, Juneau, Alaska 99801, telephone 1-800-441-2962, or visit online at [www.state.ak.us/acpe/](http://www.state.ak.us/acpe/).

Applicants must apply each year and applications are available for all Alaska loan programs via the ACPE website or through their offices. UAF receives ACPE loan disbursements via electronic funds transfer (EFT). Loans are processed within 7–10 days from time of receipt at ACPE offices in Juneau or Anchorage and can be disbursed to a student's UAF account within two days of receipt by the financial aid office.

Textbook loans are administered by UAF for enrolled students who have unexpected financial demands. These short-term loans allow students to borrow up to \$500. Applicants are required to verify their need for the loan. They must be in good academic standing and have no outstanding debt with UAF. Applications are accepted year-around. A \$10 service charge is assessed for each loan. Applications and additional information are available at the UAF Business Office.

## Student Employment

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Campus jobs help many UAF students pay college costs. Many student positions are available across UAF campuses, as well as the University of Alaska statewide system offices in Fairbanks; more than 1,000 students are employed in these jobs. Full-time student status is not required unless specified by a department. However, students who are less than full time are subject to FICA withholding, and departments that hire part-time student employees are subject to the applicable benefit rate charge.

Student employees may work up to 20 hours each week while classes are in session and up to 40 hours when classes are not in session. Pay rates are based on the job classification. The average pay varies from \$300 to \$500 each month. Since there is no “pool” for workers, students apply directly to the departments with position vacancies. Job announcements and information on how to apply for positions are available from Career Services, fifth floor Gruening Building, 907-474-7596, or from Human Resources, Administrative Services Center, 907-474-7700.

The Federal Work Study program provides jobs for graduate and undergraduate students with financial need. Job placement and working conditions are similar to regular student employment. To qualify for FWS, students must be eligible for federal financial aid as determined based on information provided on the required FAFSA form.

## Veterans' Services

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Veterans' Services advises and monitors the educational progress and status of Chapters 30 (New Montgomery GI Bill), 31 (vocational rehabilitation), 32 (VEAP), 35 (Survivors' and Dependents' Educational Assistance Program), and 1606 (selected reserve). If you are qualified and wish to use your VA educational benefits under Chapters 30, 32, 35, and 1606, you must be admitted to a state-approved degree or certificate program. If you are unsure whether you have a GI bill entitlement, you should contact the VA in Muskogee, Okla., at 1-888-442-4551 or online at [www.gibill.va.gov](http://www.gibill.va.gov).

If you are qualified and wish to use Chapter 31 benefits, you must meet with the local DVA vocational rehabilitation counselor, who will review, recommend and authorize use of your benefits and forward your paperwork to the UAF veterans' services office.

Specific questions regarding establishing disability or using Chapter 31 benefits, or general information not associated with education benefits, should be directed to the local Veterans' Center, 540 Fourth Avenue, Suite 100, Fairbanks, Alaska 99701, or call 907-456-4238.

Because the Department of Veterans' Affairs processes benefit payments as a form of reimbursement, you should initiate your VA paperwork 60-90 days prior to your school start date. The Department of Veterans' Affairs offers an advance pay program available through the UAF veterans'

services office. To determine if you qualify, stop by the veterans' services office, 101 Eielson, call 907-474-7256, toll-free: 1-888-474-7256 or e-mail [financialaid@uaf.edu](mailto:financialaid@uaf.edu).

## Remaining Eligible for Aid

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Students receiving financial aid are required to maintain satisfactory academic progress. Undergraduate students must satisfactorily complete a minimum of 75 percent of total credits attempted each year and have a cumulative grade point average of 2.00 (3.00 for graduate students).

Students may appeal the suspension of aid. Appeals must be in writing and must state the reasons for failure to maintain satisfactory standards of progress, as well as the steps the student will take to meet those standards in the future. Appeals should be directed to the financial aid office, which will determine if the requirements for satisfactory academic progress will be waived. Academic progress requirements are subject to changes in federal or state law and institutional policy. A complete description is available at the financial aid office or at [www.uaf.edu/finaid/](http://www.uaf.edu/finaid/).

## Payment to the Student

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Disbursement of financial aid is usually in equal amounts. Students are given one-half of the total award at the beginning of each semester. Tuition, fees and all other amounts due to UAF at the time financial aid is released to the student must be paid before the balance of aid is released to the student.

All financial aid checks as well as checks from outside organizations (such as Native corporations, clubs, etc.) are released to students through the Business Office in Signers' Hall. Students must present proper photo identification before the Business Office will release a check.

Students who receive federal financial aid and totally withdraw from classes during a semester may have to pay back a portion of the federal financial aid received for that semester. The amount to be repaid is based on the number of class days attended before withdrawal compared to the total days in the semester and amount of federal aid received. If the withdrawing student is entitled to a refund of tuition and fee charges, all or part of the refund may be returned to the federal financial aid programs. The amount of a refund, repayment or return of federal financial aid is based on U.S. Department of Education regulations concerning return of federal financial aid. Any refund or repayment calculation exceeding the amount of refund determined by university policy will be charged to the student. Financial aid recipients are strongly encouraged to confirm the amount of any personal liability before processing a total withdrawal from classes.

## Important Financial Aid Dates

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- **January 1**  
Apply for federal aid with the Free Application for Federal Financial Aid (FAFSA). It is best to apply well before the time you will need the financial aid.
- **February**  
Apply for admission to UAF. Financial aid cannot be processed for students who have not been admitted to a UAF degree or certificate program.
- **February 15**  
UAF scholarship application due. This application usually requires two to three weeks to complete, so applicants should start early.
- **May to August**  
Complete and mail the Alaska Supplemental Education Loan Application to Juneau or Anchorage or apply online at [www.state.ak.us/acpe/](http://www.state.ak.us/acpe/).
- **May to July**  
Submit federal loan applications to UAF financial aid office or apply online at [www.uaf.edu/finaid/](http://www.uaf.edu/finaid/). Processing time is three to four weeks. If sent to UAF in time, loans will be disbursed during fee payment.
- **June 1 for fall; Oct. 15 for spring**  
Deadline for admission to graduate programs, with all supporting documentation, transcripts and test scores.
- **July 1**  
Deadline for undergraduate admission to UAF for the fall semester. This is an absolute MUST. UAF cannot process financial aid for students who have not been admitted.

## Rights and Responsibilities of Accepting Financial Aid

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As a financial aid recipient at UAF, you have the right to:

1. Know what financial programs are available to you.
2. Know how to apply, how eligibility is determined and what terms and conditions are related to your aid.
3. Know how the university determines whether you are making satisfactory academic progress toward your degree and what happens if you are not making such progress.
4. Request an explanation of your financial aid package, including what portion is gift and what portion must be repaid and the terms of repayment.
5. Know the costs of attending UAF and the refund policy for students who withdraw.

For continued receipt of financial aid you must:

1. Complete and file all financial aid forms accurately and on time.
2. Read and understand all documents you sign. You should also keep copies for your records.
3. Know the limits and conditions of financial aid programs.
4. Notify the financial aid office of any change of address, name, marital status, attendance status or receipt of additional financial awards.

## Where to Get More Information

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### Office of Financial Aid

University of Alaska Fairbanks  
101 Eielson Building  
P.O. Box 756360  
Fairbanks, AK 99775-6360  
E-mail: [financialaid@uaf.edu](mailto:financialaid@uaf.edu)  
Online: [www.uaf.edu/finaid/](http://www.uaf.edu/finaid/)  
Telephone: 907-474-7256  
Toll-free: 1-888-474-7256