



## School of Professional Advancement 2025-2026 Guide to Financial Aid

### FOR UNDERGRADUATES

#### *APPLY NOW!*

*Financial aid is available to help pay educational costs for those who qualify.*

**Tulane University Financial Aid administers a comprehensive program of federal student aid.**

**To learn more about applying, please review this brochure or visit our website: <https://financialaid.tulane.edu/sopa>.**

**Should you have questions, please contact us at [finaid@tulane.edu](mailto:finaid@tulane.edu) or 800-335-3210.**

#### *Follow these*

### SIX EASY STEPS TO FINANCIAL AID

#### 1. **APPLY**

Fill out the 2025-26 Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) listing Tulane's federal school code: 002029. Please also complete the 2025-2026 School of Professional Advancement Financial Aid Addendum found on our website: <https://financialaid.tulane.edu/forms>.

#### 2. **WAIT**

The U.S. Dept. of Education may take up to a week to electronically forward your FAFSA information to Tulane.

#### 3. **PROCESSING**

Once you're admitted to SoPA, then your financial aid counselor will review your application and if eligible extend an aid offer. We may determine that additional information is needed, so monitor your application status via Tulane's Gibson online portal. Check your "To Do List" and promptly submit requested information to help ensure that is available when classes commence. Watch for an email notification to view your aid offer via the Gibson portal.

#### 4. **ACCEPT YOUR AWARD**

Upon receiving your award notification email, go online to Gibson to accept/decline the various aid components.

#### 5. **LOAN RESPONSIBILITIES**

Register for classes. Begin attendance seeking to receive passing grades. Complete online Federal Direct loan entrance counseling and all loan master promissory notes (MPNs). Check out <https://financialaid.tulane.edu/types-of-aid/loans>.

#### 6. **YOU'RE IN THE MONEY!**

Funds will credit to a student's Accounts Receivable (A/R) account. If aid exceeds charges, then you can make an online request for a refund of the excess. For more information visit: <https://studentaccounts.tulane.edu/refund-disbursement>.

### WHAT IS FINANCIAL AID?

Financial aid helps students cover the educational costs of tuition, fees, housing and meals, books, transportation, personal expenses, and federal student loan fees. In most instances, financial assistance for School of Professional Advancement UNDERGRADUATE students consists of federal student aid in the form of grants and student loans.

### WHO'S ELIGIBLE FOR FEDERAL AID?

Some basic eligibility requirements are:

1. you must be a U.S. Citizen or Permanent Resident
2. you must be enrolled in an eligible academic program at Tulane as approved by the U.S. Department of Education
3. you must not be in default on a prior educational loan or owe a repayment on a federal grant
4. you must meet Satisfactory Academic Progress (SAP) standards. These standards are outlined on our website.

Other specific requirements are noted elsewhere in this brochure and on the Tulane University Financial Aid website.

### HOW IS ELIGIBILITY DETERMINED?

Most, but not all, federal aid is awarded on the basis of financial need. Need is determined from data you report on the FAFSA. For more information, visit our website at <https://financialaid.tulane.edu/>

### WHAT TYPES OF AID ARE AVAILABLE?

Generally, the two types of financial aid available for School of Professional Advancement students are grants and loans.

#### GRANTS – FUNDS THAT ARE NOT REPAID

**Federal Pell Grant** – federally funded program offered to qualifying needy students. Only students working toward a first bachelor's degree (or teacher certification) and not exceeding 600% of lifetime Pell are eligible. In 2024-25, grants range from \$740 to \$7,395.

**Federal Supplemental Educational Opportunity Grant (SEOG)** – federally funded program offered to students who are eligible for Pell Grant. Students working toward a first bachelor's degree are eligible. Grants typically are \$200 for the academic year (\$100 per semester).

#### LOANS – FUNDS THAT MUST BE REPAID

**Federal Direct Loans** – are fixed interest rate loans offered to eligible students regardless of need. Students must be enrolled at least half time to be eligible. Annual limits are \$3,500 for freshmen, \$4,500 for sophomores, and \$5,500 for juniors and seniors. Repayment begins six months after a student ceases to be enrolled at least half time. Students may also apply for additional unsubsidized amounts. Annual unsubsidized loan limits are \$2,000 for dependent students. Students who meet the federal definition of independent can qualify for up to \$4,000 - \$5,000 in additional unsubsidized loan funds annually.

**Federal Direct PLUS Loan** – is a loan borrowed by a parent of a dependent undergraduate student. Repayment begins within 60 days after the loan is fully disbursed, but can be deferred in some cases.

**Alternative Loans** – are not part of the federal program. These loans are credit-based and may be obtained through private lenders.

### HOW DO I APPLY FOR FINANCIAL AID?

1. Apply for admission and be accepted to Tulane School of Professional Advancement. Note that University Financial Aid only considers students for financial aid AFTER they are officially accepted for admission in an eligible Tulane program (i.e., degree or certificate) approved for financial aid by the U.S. Department of Education.
2. Complete the 2025-26 Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Use Tulane's federal school code **002029** to have the data sent to Tulane. The suggested deadlines are: May 15<sup>th</sup> for the full academic year; November 1<sup>st</sup> for students attending only the fall semester; and April 1<sup>st</sup> for those attending the spring semester only.
3. Complete the on-line 2025-2026 School of Professional Advancement Financial Aid Addendum available on our website: <https://financialaid.tulane.edu/forms>
4. Submit any additional documentation that is requested by University Financial Aid via the "Upload Forms/Documents" link on our website: <https://financialaid.tulane.edu/forms>. For example, for verification purposes, you may be required to send copies of your 2023 IRS tax

transcript (and for dependent students copies of your parents' 2023 IRS tax transcript.) You may also be asked to verify items such as household size, number of family members in college, and other information used to calculate need.

5. Complete the 2024-2025 FAFSA and our 2025 Summer Undergraduate Addendum for consideration for financial aid for summer enrollment. Summer financial aid awarding is separate from the academic year financial aid awarding. Summer addendums are available online at <https://financialaid.tulane.edu/forms>, beginning April 15<sup>th</sup>. Contact our office or visit our website for more details. **For 2025 summer aid consideration you MUST complete a 2024-2025 FAFSA prior to 06/30/2025!**

## HOW DO I GET AND KEEP FINANCIAL AID?

1. Accept or decline the offered aid at Gibson online within two weeks of the date offered via these steps:
  1. Log on to Gibson online
  2. Click 'Financial Aid' near the top
  3. On left side click 'Award Information, Terms and Conditions, Special Messages'
  4. Aid Year page pops up, choose '2025-26 Academic Year'
  5. Near middle top, click tab 'Terms and Conditions'
  6. Read and press 'Accept' button on bottom when ready
  7. Near left top, click 'Accept Award Offer' tab and make acceptance decisions
2. If you are accepting Federal Direct Loans for the first time, you will need to complete a Direct Master Promissory Note (MPN) and complete Direct Loan Entrance Counseling at [www.studentloans.gov](http://www.studentloans.gov). More information on loans can be obtained on our website at <https://financialaid.tulane.edu/types-of-aid/loans>.
3. Most aid disburses and credits directly to your Tulane A/R account each semester upon your confirmed attendance and in accordance with federal guidelines. Some alternative loans, however, may disburse by means of a paper check. After beginning attendance for the semester, students may endorse checks to Tulane at the Bursar's Office for payment on any outstanding balance. Federal funds in excess of university charges are refunded within 14 days of being credited, if the student is attending classes. More information can be found online at <https://studentaccounts.tulane.edu/refund-disbursement>.
4. Complete the semester to avoid a full or partial return of financial aid funds. See more details in the next section.

## WHEN IS MY FINANCIAL AID REDUCED?

### Financial Aid Revisions and Reductions

Please be advised that it is the student's responsibility to use financial aid ONLY on the costs of attending an institution of higher education in accordance with their acknowledgment upon completion of the FAFSA whereby the student attests that all federal and state financial aid received will be used ONLY to pay for the cost of attending an institution of higher education. If a student withdraws from, drops from and/or does not attend classes and has already received federal or state grant or loan financial aid dollars to attend those classes, those dollars will be billed to the student's Tulane account when Tulane is required to return the federal and/or state financial aid funds to the funding source.

### Not Attending Classes

If you fail to attend classes during a semester, you are not eligible to retain any federal student aid you received for the semester, and the required return of federal aid will result in you being billed for the amounts returned. Attendance less than originally expected may result in ineligibility for federal student loans and/or a reduction in federal grants. Evidence of attendance must be on file with the school.

### Not Receiving a Passing Grade

If you do not receive at least one passing grade in a semester for which you received federal financial aid, Tulane must bill your Tulane student A/R account the amount of federal student aid you received and that we are required to return by federal regulation to the U.S. Department of Education's programs.

### Dropping Courses

If you drop courses, be aware that your financial aid amounts may be impacted. Also, dropped courses may adversely impact a student's future eligibility for federal aid. See "Satisfactory Academic Progress" standards above in "Who's Eligible for Federal Aid?"

### Withdrawing from the University

If you intend to withdraw, you should meet with your academic advisor to begin the withdrawal process. In addition, you should notify your financial aid counselor in writing regarding your withdrawal and your intended date of return. When a student withdraws, financial aid may be impacted. A determination of how much aid has been "earned" will be based upon the official withdrawal date (or, when a student has not completed attendance nor officially withdrawn, an unofficial withdrawal date, often the midpoint of the semester). If a student's disbursed aid exceeds the amount of aid earned at the time of the withdrawal, University Financial Aid is required to return Title IV federal aid. See our website for more details.

### Receiving Aid Not Included in the Financial Aid Package

You may receive assistance from outside sources, such as scholarships from organizations, state agencies, or the federal government, or employee tuition waivers or other tuition assistance and discount programs. Students MUST report the type and amount of any aid to the University Financial Aid Office. If you have been offered existing aid to meet your need and additional assistance is revealed, federal regulations require that your financial aid offer be reviewed and adjusted if necessary.

## IS MY FINANCIAL AID RENEWABLE?

Financial aid eligibility requires an annual re-evaluation of prevailing FAFSA and other aid application materials. There are aggregate limitations to aid eligibility, so part-time students especially should check with their financial aid counselors to identify these limits. **You must reapply for financial aid each year.** You must also be meeting all requirements of eligibility, including making satisfactory academic progress as defined both by Tulane's School of Professional Advancement and University Financial Aid. Renewal FAFSA applications should be completed by May 15<sup>th</sup> for the regular academic year and any additional information requested should be submitted immediately. For more information about the FAFSA reapplication process, visit the Federal Student Aid FAFSA website [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

*For the latest and most comprehensive information on all areas of financial aid at Tulane, including the name and contact information of your financial aid counselor, posted office hours and more, please visit our homepage online at <https://financialaid.tulane.edu/>. The information on federally funded, subsidized, or guaranteed programs in this brochure is based on guidelines and interpretations available at the time of this printing. The regulations, and thus the guidelines described, are subject to revision.*

*For consumer information about federal student financial aid programs see the "Comprehensive Guide to Financial Aid" available on our website.*

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