



Holy Family
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Money Matters

Orientation 2019

The Value of Family



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It's Important!

- Financing an education is one of the most important investments students will ever make.
- An education is an investment in oneself that no one can take away.



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Partnership

- Financing an education is a partnership between the student, their family, and the Financial Aid and Business Offices.
- Webster defines a partner as “a person who takes part in some activity in common with another or others”.
- Our common activity is the financing of the students’ education.

Separation of Duties

- The Financial Aid Office spends the money.
Questions about the financial aid application process, checking on the status of aid, and all other financial aid questions.
- The Business Office collects the money.
Questions about Statement of Accounts and amounts due to the University; book store credits; flex dollars, refunds, payment plans and general billing information.

We partner together with students and families to help finance their education.



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Important Financial Aid Deadlines

- Reapplication for financial aid is required every year.
- FAFSA for 2020-21 is available as early as October 1st.
- Holy Family's priority filing deadline is April 1 for the following academic year.
- Students, along with parents, should be involved with completing the forms so they become familiar with them.



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Outside Scholarship Searches

Internet sources for scholarship information:

- www.fastweb.com
- www.finaid.org
- <https://studentaid.ed.gov>
- www.educationplanner.org
- www.collegeboard.org



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Additional Scholarships

- Students may apply for the “Named Scholarships” listed on-line and in our University catalog.
- This application process is separate from applying for other forms of financial aid.
- Applications are available on our web site, www.holyfamily.edu in mid to late October and are usually due by late November. Scholarship recipients are chosen during the Spring semester and the scholarships are used for the following academic year.



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Additional Requirements

- By the end of August, Federal Work-Study (FWS) eligible students will receive an email message about finding on-campus positions. This email will be sent to their Holy Family email account. They may also review the document “How Does FWS Work at Holy Family University?”, located at the web site listed below.
- Additional forms for FWS will be required and instructions for obtaining them will be on the FWS contract (W4, I-9, Workmen’s Compensation and PA residency certification). The I-9 form requires specific original forms of identification. All of these forms are available at www.holyfamily.edu/finaid/employment-programs. Students may wish to complete these during the summer and have them ready when they begin school.
- FWS questions? Email work-study@holyfamily.edu.



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Additional Requirements

- The Business Office will send postcards in the mail, as well as emails to the student's Holy Family email account, for all **Federal Nursing Loan** recipients with information about signing the promissory note (www.signmyloan.com)
- The promissory note must be signed prior to the Federal Nursing Loan disbursing to the account. Students cannot go to the web site and sign their promissory note for this until they receive the information from the Business Office.
- **Federal Direct Loan** recipients must complete entrance counseling prior to the loan disbursing to the account. If the entrance counseling has not yet been completed, it can be completed on-line at www.StudentLoans.gov.



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Satisfactory Academic Progress (SAP)

- Students must maintain Satisfactory Academic Progress to continue to receive any form of financial aid including student loans.
- The Presidential Scholarship, Trustee's Scholarship, Dean's Award, and University Award also require that students maintain a specific cumulative grade point average (GPA) for renewal.
- We check SAP at the end of every Spring semester.



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Satisfactory Academic Progress (SAP)

- It is important that you are familiar with these requirements and understand how academic performance can jeopardize a student's ability to receive financial aid in subsequent years.
- It is also important that you realize how dropping courses during the semester can also jeopardize a student's ability to receive financial aid in subsequent years.
- Detailed information about our SAP policy can be found in the University Catalog.



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FERPA



Return Form to: Registrar's Office
HFH 205
9801 Frankford Ave.
Philadelphia, PA 19114-2009
Email: registrar@holyfamily.edu
Fax #: 215-281-9067

AUTHORIZATION TO RELEASE FINANCIAL AID & ACADEMIC INFORMATION

The Family Education Rights and Privacy Act of 1974 (FERPA) is a federal law that protects the privacy rights of student educational records that are not considered directory information. Information may not be released to a third party (parents, spouse, siblings, etc.) without written consent of the student. The complete privacy policy can be found in the Holy Family University catalog, which is available at www.holyfamily.edu.

Student Name (Please Print) _____ Holy Family ID # _____

INFORMATION TO BE RELEASED BY THE FINANCIAL AID OFFICE: (Please check all that apply)

- Financial Aid, which includes eligibility and types of aid awarded
- Academic Progress relating to possible loss of Financial Aid, which includes loans, grants and scholarships, due to GPA or number of credits earned

INFORMATION TO BE RELEASED BY THE BUSINESS OFFICE: (Please check all that apply)

- All Account Information, OR;
- Deferment/ Cancellation – deferment/ cancellation dates or amounts
- Due Amounts – balance, past due, pay-in-full, canceled amount, etc.
- Account Status – enrolled, grace, repayment, deferred, paid in full, etc.
- Collection Status – suspended, third party collection, pending assignment, assigned, etc.
- Payment Information – payment received date, amount, distribution, etc.

INFORMATION TO BE RELEASED BY ACADEMIC SERVICES (REGISTRAR'S OFFICE AND/OR ACADEMIC ADVISING):

- All Academic Information

INFORMATION TO BE RELEASED BY DIVISION OF STUDENT AFFAIRS:

- All Student Affairs Information

I authorize Holy Family University to release FERPA protected information to:

(Name) (Relationship) (Phone #)

(Name) (Relationship) (Phone #)

This authorization will be shared with all appropriate offices and will remain in effect until the student rescinds authorization using this form.

X
Student's Signature _____ Date _____

Termination of Authorization	
I hereby rescind _____ from accessing all information from my educational record. (Name)	
X Student's Signature _____	Effective Date _____



WebAdvisor/Self-Service Financial Aid

The screenshot shows the Holy Family University WebAdvisor Self-Service Financial Aid page. The browser address bar shows the URL: <https://selfservice.holyfamily.edu/Student/FinancialAid/Home>. The page header includes the Holy Family University logo, a user profile for "mmouse", and links for "Sign out" and "Help". The main content area is titled "Welcome to Financial Aid" and includes a "Select an Award Year:" dropdown menu set to "2019/2020 Academic Year" and a "Contact Financial Aid Office" link. The page is divided into two main sections: "FAFSA Application" and "Student Finance Account Summary".

FAFSA Application
Currently, we have no federal financial aid application from you for the current year. If you are interested in applying for federal financial aid you must first:
[Submit a Free Application for Federal Student Aid \(FAFSA\)](#)

Student Finance Account Summary

Amount Due	\$10,372.89
Amount Overdue	\$637.00
Total Amount Due	\$11,009.89

[Go to Account Summary](#)

Checklist

⚠ Action Needed	Submit a Free Application for Federal Student Aid (FAFSA)
✓ Completed	Complete required documents
✓ Completed	Review your Financial Aid Award Package
⚠ Action Needed	Complete Direct Loan Entrance Counseling
⚠ Action Needed	Sign a Direct Loan Master Promissory Note

Resources

Form Links

[HFU Financial Aid Forms](#)

Helpful Links

[FAFSA Application](#)

[Entrance Counseling](#)

[Master Promissory Note](#)

[PLUS Loan Application](#)

Pell Lifetime Eligibility Used

The Windows taskbar at the bottom shows the system clock as 3:50 PM on 7/11/2019.



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Billing Timelines

- Initial bill for the semester is sent out 1 month before the due date, usually mid-July and mid-November (Due dates: Fall – August 15 and Spring – December 15).
- Students will receive an email to their Holy Family email account if there are any changes to the initial bill.
- 2nd bill is sent to every student once financial aid posts for the semester, usually 4 weeks after the semester begins (after the add/drop period).
- Students are able to see up-to-date status of their account through Web Advisor/Self-Service.
- Students will receive e-mail reminders, notices in Web Advisor/Self-Service and phone calls in reference to past due balances prior to the next registration period.



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Invoice - Mail



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9801 Frankford Avenue
Philadelphia, PA 19114-2009



Business Office
(267) 341-3202
Hours:
Monday & Thurs. 8am - 5pm
Tuesday & Wednesday 8am - 7pm
Friday 8am - 4pm

To: Mr. Mickey Mouse
212 Main Street
Philadelphia, ME 19114

Statement of Account

Account Holder: 0060456

Statement Date: 08/26/19

Amount to Pay: 10,206.89

Date	Term	Description	Charges	Credits
07/10/19		*** Balance Forward ***	329.00	
07/10/19	2019FA2	Registration - 2019FA2	5,491.53	
07/10/19	2019FA1	Registration - 2019FA1	4,881.36	
08/26/19	FA82019	Pending Financial Aid Direct Federal Unsubsi		495.00

Amount To Pay: 10,206.89



Invoice – Web Advisor/Self Service



Mr. Mickey Mouse
212 Main Street
Philadelphia, ME 19114

Name	Mr. Mickey Mouse
Student ID	0060456
Total Balance	\$10,701.89
Amount Overdue	\$637.00
Amount Due 8/26/2019	\$4,880.36
Total Amount Due	\$5,517.36
Amount Enclosed	

Please return this portion of the statement to the institution, along with your payment.

Date Generated: 7/15/2019

Account Activity Summary - 2019 Fall 1 8-Week

Previous Balance (Charges before 2019 Fall 1 8-Week)	\$636.00
Charges	
Miscellaneous Charges	\$4,881.36
+ Total Charges	\$4,881.36
= 2019 Fall 1 8-Week Balance	\$4,881.36
= Total Amount Due	\$5,517.36
Future Balance (Charges after 2019 Fall 1 8-Week)	\$5,491.53
Other Balance	-\$307.00
Total Balance	\$10,701.89

Account Activity Details - 2019 Fall 1 8-Week

Miscellaneous Charges

Invoice ID	Date	Description	Amount
000425775	7/10/2019	Registration - 2019FA1	\$4,881.36
Total			\$4,881.36

Balance **\$4,881.36**



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Payment Options

- We accept all major credit cards, cash, money orders and checks.
- Please note that there is a convenience fee of 2.75% on all credit and debit card transactions, both in person, over the phone and through Web Advisor/Self-Service.
- Payments can be made on-line through Web Advisor/Self-Service, by mail, by phone (267-341-3202) or in person at the Business Office, Holy Family Hall, Room 202.



Payment Options

HFU currently offers 2 payment plans via CashNet Payment Plan Services

Tuition Payment Plan Features:

- No interest.
- Nominal enrollment fee for each semester payment plan. Once you are enrolled, HFU will be notified electronically.
- No credit check or co-signer needed (this is **NOT** a loan).
- Payment plans are only for the current semester, not prior due balances.

Payment plan 1:

Full-Time Undergraduate 5 -Month Payment Plan

- For full-time undergraduate students (12 credits or more a semester)
- 5 month, single semester payment plan beginning on July 1 for the Fall semester or November 1 for the Spring semester.
- There is a \$35 fee due at the time of registration for either plan.
- Payment Plans are created via the [Student Self Service Portal](#)

Payment Plan 2:

4- Month Payment Plan (Other than Full Time Undergraduate)

- 4 month, single semester payment plan beginning on August 1 for the Fall semester or January 1 for the Spring semester.
- There is a \$35 fee due at the time of registration for each of the plans.
- Payment Plans are created via the [Student Self Service Portal](#)



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Payment Options

- All students must be paid in full, covered by financial aid or on a payment plan prior to the start of the semester.
- Residents will not be clear until their account is financially secure – paid in full, covered 100% by financial aid or on a payment plan.
- Paid in full = Total charges minus all approved financial aid.
 - Please note: Federal Work Study cannot be deducted from your bill due to the fact that you need to work and earn the money. Also, a 1.062% fee is deducted from the gross amount of the Direct Loan and a 4.248% fee is deducted from the gross amount of Direct PLUS Loans, so you may need to calculate that amount and add it to your total payment.



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Other Financing Options

- PLUS Loan - apply on-line at www.StudentLoans.gov.
- Private Education Loan – information can be found at www.holyfamily.edu/finaid, click on “Private Education Loan Programs”.



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Tiger Tag/Flex Dollars

- Students may transfer up to \$500 to their Tiger Tag from excess Financial Aid per semester for books, etc.
- If books are in excess of \$500, a receipt from the book store is needed to have the additional funds transferred to the Tiger Tag.



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Tiger Tag/Flex Dollars (cont.)

- Additional Flex Dollars can be added by calling the Business Office, coming in person or by going to <https://eacct-holyfamily-sp.blackboard.com/eaccounts/AnonymousHome.aspx>
- Flex Dollars are able to be used in the book store, vending machines, additional printing/copies and at the Tiger Cafe and Cub Café.



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Contact Information

Financial Aid Office, HFH Room 203:

- Phone: 267-341-3233
- Fax: 215-599-1694
- Email: finaid@holyfamily.edu

Business Office, HFH Room 202:

- Phone: 267-341-3202
- Fax: 215-281-1690
- Email: business@holyfamily.edu