Arts & Sciences and Engineering (AAP & EP) PART-TIME GRADUATE STUDENT
Financial Aid Application Instructions

ELIGIBILITY CRITERIA:
- Any enrolled or accepted degree-candidate who is a U.S. Citizen, permanent resident or eligible non-citizen, and who is not in default on any Federal Direct/Stafford/Perkins loans or owes a refund on Federal Pell/SEOG.
- **Student must be enrolled at least half-time in two courses (or six credits) per semester.**
- Student must make Satisfactory Academic Progress (SAP) as defined by Financial Aid policy ([http://www.jhu.edu/finaid/part_time.html#sap](http://www.jhu.edu/finaid/part_time.html#sap)).

APPLICATION PROCESS:
- Submit a **FAFSA** (Free Application for Federal Student Aid) online at [http://www.fafsa.ed.gov](http://www.fafsa.ed.gov)
  - School code: **E00473**
  - FAFSA data typically takes 3-5 business days to reach JHU
  - Be sure to submit the correct FAFSA for the semester(s) you are seeking aid. Please note that for financial aid purposes, the summer term is considered part of the prior academic year.
- Once you receive your JHED ID, log into ISIS Self-Service ([http://www.jhu.edu/finaid/self_service.html](http://www.jhu.edu/finaid/self_service.html)) and navigate to the Financial Aid tab. Here you can:
  - Confirm receipt of your FAFSA and check your **To-Do List** for any additional required documents
  - Review the **Additional Information** tab for important messaging related to your aid eligibility and requirements
  - Review your federal loans amounts once they have been awarded and **ACCEPT/DECLINE**
  - View the anticipated date of your loan disbursements on the **Disbursements** tab in order to plan accordingly

- To be notified of your loan eligibility, you must enroll in at least one course. *You must enroll in a minimum of two courses in order to receive any loans offered. Audited courses do not count towards minimum enrollment requirements.*
- Complete the Outside Award Notification form ([http://web1.johnshopkins.edu/finaid/mason/outsideAward/](http://web1.johnshopkins.edu/finaid/mason/outsideAward/)) if you anticipate receiving any outside sources of aid (e.g. private scholarships, employer tuition benefits, AmeriCorps payments, etc.). Such awards may impact your loan amounts.

LOAN AMOUNTS:
- **Fully Admitted Graduate Students**
  - Federal Direct Unsubsidized Loan: up to a maximum of **$20,500** per academic year
  - Federal Direct Graduate PLUS Loan: up to full cost of attendance less other aid
    - Grad PLUS Request Form: [http://www.jhu.edu/finaid/elecserv/index.html](http://www.jhu.edu/finaid/elecserv/index.html)

*NOTE: Students admitted provisionally and/or those required to complete preparatory coursework within the program may be limited to less than $20,500 in one academic year.*

- **Conditionally Admitted Students**
  - Students missing any requirements for admission to the program are **not eligible for any federal loan funds** until those admission conditions have been met and your status changes.

REFUNDS:
- If your loan disbursements create a credit balance on your student account, you may request a refund from the Student Accounts Office online at [www.jhu.edu/~studacct/forms/refund1.htm](http://www.jhu.edu/~studacct/forms/refund1.htm).