Graduate Student Authorization Form
2014-2015 Academic Year

Student Financial Service

2500 E. Nutwood Ave.
Fullerton, CA 92831 USA
(714) 879-3901 x2638
FAX (888) 509-7497

This form is required for all new students and is valid for the entire enrollment for the graduate students at Hope International University. Please complete and return to the Financial Aid Office. If you wish to make any changes to your information on this form during your enrollment, please see the Office of Financial Aid to make updates.

Student's Name _____ Soc. Sec# _____ - _____ - _____

Home Phone # (_____) _____ - _____ Work Phone # (_____) _____ - _____

Email _____ Cell # (_____) _____ - _____

* *

Program/Major _____

I plan to enroll for: ❑ Summer 2014   ❑ Fall 2014   ❑ Spring 2015
                                        (MFT only)

I plan to take the following units: _____   _____   _____

NOTE: *Please notify the Financial Aid office if any enrollment information changes. Any changes in your enrollment could significantly impact the amount of your award.*

AUTHORIZATION

_____ *(Please initial)* I authorize Hope International University to discuss my financial aid file with:

(*Check all that apply*) ❑ myself only ❑ my Spouse name_____ ❑ Parent's name_____

                                        ❑ Church name _____ ❑ other: _____.

STATEMENT REGARDING CREDIT BALANCES AND AUTHORIZATION TO APPLY FUNDS

I authorize Hope International University to apply all Title IV financial aid toward my tuition for the classes scheduled during my enrollment.

I recognize I am responsible for incurred expenses not covered by my financial aid for each term.

I am aware that if my payment and/or total financial aid amount exceeds my current tuition, fees and other allowable charges have been paid, my account will have a credit balance. I am requesting that the balance be handled in the following manner:

❑ Yes ❑ No 1. The school should retain any existing credit balance on my account to be applied to future charges or to be disbursed to me at my request.

❑ Yes ❑ No 2. In the event I do not request the funds prior to leaving school, or at the end of the academic year, the school should return the credit balance to the Department of Education as payment on my student loan.

I understand that if I do not authorize the above that 1) the University will still retain federal funds to pay for current outstanding institutional charges, to include tuition charges, technology fee charges ad administrative fees; and 2) subsequent to the University disbursing aid, I will need to pay for future courses before beginning class. By signing this form I verify that all the information reported on this form is true and correct.

Note: This authorization is valid for the entire period of enrollment at Hope International University. However, excess funds will be distributed at the end of each loan period, as required under Title IV regulations. I understand that I may withdraw my approval for any one or all of these authorizations at any time. This may be accomplished by contacting my accounting department in writing. I also understand that a cancellation or modification of this Authorization will be effective for disbursements processed after the date Hope International University received the change, and will not affect funds already retained.

By filling out my name and submitting this application, I agree to the above statements.

Student's Name: _____ Date: _____

Student's Signature: _____
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Graduate Satisfactory Academic Progress Policy

Students attending Hope International University who wish to receive financial aid, in addition to meeting other eligibility criteria, must be in good academic standing and making satisfactory academic progress in their degree or certificate program.

Quality of Progress (Good Academic Standing)

- Students receiving financial aid must maintain a minimum 3.0 GPA each term and cumulatively.

- GPA's are reviewed each term.

- Students who fail to maintain the minimum GPA will be placed on financial aid "warning"/probation and given one semester to raise their GPA to the required minimum. If GPA is not met at the end of the warning period, financial aid will be suspended.

- Students admitted to the University with status other than "Clear" may be placed on Financial Aid Probation, or may be ineligible for aid until the minimum GPA, and/or other requirements are attained.

- Failure to properly withdraw from school, producing "F" grades, may result in the return of financial aid.

Quantity of Progress (Unit Completion Requirement)

- Students receiving aid must make forward movement toward their degree completion as follows:

    Graduates
    Full-time = 8 units
    3/4 time = 6 units
    1/2 time = 4 units

- Unit completion is reviewed each term.

- The following grades are considered to demonstrate satisfactory course completion: A, B, C, D, and Credit. Grades that do not demonstrate course completion are: F, No Credit, Incomplete, W.

- Students are eligible to receive financial aid for up to 9 units for repeat courses for which a failing grade was given. Student are eligible to receive financial aid once for repeat of a previously passed course.

- Remedial or pre-requisite work may be considered if the course work is specifically prescribed by the student's academic advisor.

- Students who fail to complete at least two-thirds of all units in which they originally enroll, or withdraw from 2 courses during one term are subject to a financial aid "warning". Financial Aid suspension will be placed on the student if failure to complete at least two-thirds of units enrolled, or 2 withdraws occur any additional time during enrollment in the graduate program.

- Students have one opportunity to appeal a financial aid suspension on quantitative or qualitative measures during their enrollment in the graduate program at Hope International University. Approval of appeal is not guaranteed.

- Financial aid may be reinstated to a suspended student when they achieve completion of deficient units and/or raised their GPA to the required minimum.

Quantity of Progress (Maximum Time Frame)

- Students requesting aid are expected to complete their academic program within a reasonable time frame (including transfer units) as follows:

Teacher Credential	30 units	(45 units attempted)
MEd	30 units	(45 units attempted)
TC/MEd	42 units	(63 units attempted)
MBA	36 units	(54 units attempted)
MFT	60 units	(90 units attempted)
MA Ministry/Music	36 units	(54 units attempted)
MSM	30 units	(45 units attempted)
MCM	49 units	(74 units attempted)

- Time frame is reviewed each term.

- All semesters attended will be used in calculating quantity of progress regardless if financial aid was received at that time.

_____   _____
Student's Signature   Date

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