

Dear Student:

Greetings from the Department of Student Financial and Employment Services and welcome to Milwaukee Area Technical College (MATC).

You are continuing your educational career at a world-class institution, and we wish you success in your chosen field of study.

This booklet was prepared to help make the financial aid process as clear and straightforward as possible.

As the need arises, please feel free to contact Financial Aid personnel; they can help you. See page 4 of this booklet for specific campus locations and phone numbers.

Sincerely,

Al Pinckney, Director, Financial Aid, and
the Financial Aid Office Staff

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General Information

Day Office Hours — The MATC Student Financial Aid office is open from 7:45 a.m. to 4:15 p.m. Monday through Friday. During these hours, an advisor is available on an “in-person” basis to answer financial aid questions. To see a specific advisor, call ahead to see when the advisor is available.

Evening Office Hours — Financial Aid advising is available Monday through Thursday evenings from 4:15 to 7 p.m.

Mequon, Oak Creek and West Allis Campus Office Hours — Check with the Student Services office at each campus for the days and hours the advisor is available.

Milwaukee Campus

Room	Department	Telephone
S222	Financial Aid General Information/Advising414-297-6908 Fax414-297-6466
S223	Federal Student Loans414-297-7038 Fax414-297-6466
	Scholarships414-297-7040 Fax414-297-7229
	Veterans414-297-6394 Fax414-297-7229
S203	Student Employment Services414-297-8858
	Federal College Work-Study414-297-6905
S115	Admissions414-297-6542
S115	Registration414-297-7900
S123	Cashier414-297-6353
S bldg., lobby	Student ID Pictures414-297-8697
M238	Multicultural Affairs414-297-6968
M292	Student Accounts414-297-6797

The Student Accounts Office will answer questions regarding student accounts and bills, and can set up a payment plan for outstanding obligations. The Business Office will mail any remaining funds from the financial aid award within seven days after these funds have been credited to the student's account.

Other Campuses

Cashier/Tuition/Other Payments/Check Pickup	
Mequon Campus, Room 118	262-238-2290
Oak Creek Campus, Room A103	414-571-4637
West Allis Campus, Room 114	414-456-5308

Financial Aid Calendar for the Academic Year

Check with the Financial Aid office for exact dates

JANUARY

Tuition Payment Statements (1098T's) mailed to students
Renewal Applications mailed by the Department of Education to continuing students
Next year's Financial Aid applications available in the Financial Aid office

FEBRUARY

Spring Semester check disbursement

MARCH

Application deadline for early awarding
Summer Financial Aid Applications become available

APRIL

Awarding begins
Deadline for Spring Semester loan awarding
Registration for Summer Session and Fall Semester classes

JUNE

Summer Session begins
Summer check disbursement
Fall Semester billing begins
Deadline for submitting Summer Financial Aid applications

AUGUST

Summer Session ends

SEPTEMBER

Fall Semester check disbursement

NOVEMBER

Registration for Spring Semester classes begins

DECEMBER

Deadline for Fall Semester loan awarding
Spring Semester billing begins
Fall Semester ends

Financial Aid Deadlines — Important Dates to Remember

■ The federal processor must receive your FAFSA by June 30 for the ending school year. THERE ARE NO EXCEPTIONS TO THIS DEADLINE.

■ Apply as soon AFTER January 1 as you can.

■ MATC's "priority processing dates" for early awarding are:

April 1, 2005 for summer semester 2005

May 1, 2005 for fall semester 2005

October 1, 2005 for spring semester 2005

■ Your correct, complete application information must be in our office by your last day of enrollment. If we have not received your application information electronically, you must submit your paper Student Aid Report SAR to our office by the last date of enrollment.

■ Upon receipt of your valid electronic FAFSA information, you may be required to submit additional documentation if your application is selected for verification. You will have an additional 60 days after the last day of your enrollment to submit all requested verification information.

■ If you need a student loan, you must complete the loan application process within 85 days after the last day of your enrollment.

■ Scholarships have different deadlines depending on the specific scholarship requirements. Please pay close attention to those dates when submitting an application.

Financial Aid Programs

Milwaukee Area Technical College participates in four types of financial aid programs: grants, loans, work-study, and scholarships (see charts on pages 28-30).

You may not have to repay money you receive in the form of grants, employment, or scholarships, but you must repay all loans you receive, with interest.

Financial Aid Eligibility

You must meet the following criteria to be eligible for financial aid:

- Show financial need
- Have a high school diploma or a GED
- Be enrolled or accepted for enrollment in an eligible program
- Be a citizen or eligible noncitizen
- Have a valid Social Security number
- Make satisfactory academic progress
- Sign the Free Application for Federal Student Aid (FAFSA) form certifying that you will use federal student financial aid only for educational purposes
- Sign a statement on the FAFSA certifying that you are not in default on a federal student loan and that you do not owe money on a federal student grant
- Register with the Selective Service system if required to do so.

Renewal Application

You must reapply for financial aid every year that you are enrolled at MATC. Each December/January, the U.S. Department of Education mails Renewal Applications to continuing MATC students. This application can also be completed online at www.fafsa.ed.gov. Click on "Entering a FAFSA Online" and then on "Fill Out a FAFSA." A PIN number is necessary to complete your Renewal Application. Just follow the icons to obtain your PIN number online. If you did not receive a Renewal Application in the mail or will not file online, please obtain a paper FAFSA from the Financial Aid office.

Financial Need

Financial need is determined using a state and/or federally approved financial need analysis system.

The system assumes that you, your parents, and/or your spouse have the responsibility for financing your college education. However, if your ability to finance your college education is less than the total cost to attend MATC, you demonstrate a financial need and may be eligible for need-based financial aid.

When you apply for federal student financial aid, the information you report is used in a formula established by the U.S. Congress. The formula determines your Expected Family Contribution (EFC), an amount you and your family are expected to contribute toward your education. Your EFC is used in the following equation to determine your financial need:

$$\begin{array}{r} \text{Cost of Attendance} \\ \text{Minus the Expected Family Contribution} \\ \text{Equals the Financial Need} \end{array}$$

The awarding of financial aid is based on your eligibility and the availability of funds.

Cost of Attendance

Education expenses are based upon the cost of tuition, books, class supplies, food, housing, transportation, and personal and miscellaneous expenses. Child care costs, additional fees for high-cost programs, loan fees if applicable, and other related educational expenses may also be included.

The tuition cost is determined by the Wisconsin Technical College System (WTCS) Board. All other costs are determined by a survey conducted by the WTCS administration, and a yearly cost-of-living increase is applied.

Student Budget Types

Estimated 2005-06 Costs

A. Independent or Dependent students living at home with parents/legal guardians

Tuition/Fees	\$2,800
Books/Supplies	900
Room and Board	2,300
Personal/Misc.	1,400
Transportation	900
Total	8,300

B. Independent or Dependent students living away from parents/legal guardians

Tuition/Fees	\$2,800
Books/Supplies	900
Room and Board	5,200
Personal/Misc.	1,400
Transportation	900
Total	11,200

These budgets are for a nine-month school year and do not include costs for summer living or summer school expenses. They are only estimates and are subject to change without notice.

Special Circumstances

The basic premise underlying student financial aid is that it is primarily the responsibility of the student and his/her family to pay educational costs. When family resources are insufficient, financial aid may be awarded to supplement the family resources.

The Higher Education Act of 1965, as amended, determines the criteria for dependency status for financial aid purposes. The federal criteria to be considered a self-supporting student appears on the FAFSA. Only unusually extenuating circumstances will result in exception to the established federal criteria.

If you have special circumstances that you would like a financial aid administrator to take into account when calculating your financial need, ask to speak with an advisor. There must be unusual circumstances for the financial aid administrator to make any adjustments, and you will have to provide adequate proof to support those adjustments. Also, be aware that the financial aid administrator's decision is final and cannot be appealed to the U.S. Department of Education.

Verification

If you completed the FAFSA incorrectly, your file may be selected for review in a process called "verification." Also, applications are selected at random for the school to verify.

If you are selected for verification, you are required to submit the requested documentation in a timely manner in order to accurately complete your application process. You will not be awarded financial aid until this process is complete. It is also important that you sign all documents submitted to the Financial Aid office.

Be sure to retain your original documents and only submit *copies* of your documents to the Financial Aid office.

Financial Aid Award Letter

Notification to eligible applicants will be in the form of a financial aid award letter.

The award letter will indicate funds you are eligible for, the amount of money to be awarded, and the semesters of eligibility based on full-time, full-year attendance. You are no longer required to return *any* of the award letters to receive financial aid.

If you are awarded Federal Work-Study, you must contact Student Employment Services (S203, 414-297-8858) immediately to ensure employment. If you are awarded and want to receive a Federal Student loan, you must be enrolled in at least six credits and complete Loan Entrance Counseling online at www.matc.edu (*click student, click financial aid, click loans and hotlink "online loan counseling session"*). A student loan application will be generated and mailed to you upon completion of this requirement.

If you misplace your award letter, you can view your award online at www.infonline.matc.edu

Overaward of Financial Aid Funds

Federal regulations prohibit you from receiving more financial aid than your calculated financial need. When you are awarded additional money after your first award letter has been generated and the amount of the additional funds exceeds your calculated financial need, this is called an overaward and you may be required to repay funds already received.

You are required to report to the financial aid office any additional financial aid you receive at any time throughout the school year.

Grant Ineligibility Letter

If you do not qualify for grants and did not request consideration for an educational loan or student employment, you will receive a grant ineligibility letter. If you later wish to be considered for a student loan or student employment, you must see a financial aid advisor.

Student Loan Application

If you requested a student loan on your FAFSA and are eligible for one, you will be awarded a loan on your award letter. After you have completed the Loan Entrance Counseling, your loan application will be electronically transmitted to Great Lakes Higher Education Corporation.

You will then receive a preprinted/certified Master Promissory Note (MPN). You must return the MPN to Great Lakes Higher Education Corporation. If you did not request a loan on your FAFSA but would like to be considered for one, please contact the financial aid office. If you receive a MPN but decide you are no longer interested in a student loan, please destroy the MPN.

Summer School Financial Aid

Summer financial aid may be available for some students. In order to receive financial aid for summer session, you must meet all of the following requirements:

- Complete a summer financial aid application by June 30. They are available in the financial aid office at the Milwaukee Campus and at all Student Services offices at the Mequon, West Allis and Oak Creek campuses beginning March 1.
- Be enrolled in six or more credits. Some students may be eligible for a Federal Pell Grant if enrolled for less than six credits.
- Are in a financial aid-eligible program.

Please note: If you indicated on the FAFSA that you were interested in summer school and did not complete a MATC Summer School Application, you will not receive summer financial aid. The MATC Summer School Application must be completed as soon as it becomes available around March 1 in order for you to receive summer financial aid. Also, if you received a loan during the two previous semesters totaling \$2,625, you will not be able to receive a summer loan.

Emergency Cash Loan (ECL) Application and Procedure

An emergency is considered any “unforeseen” or “unexpected” school-related expense that precludes the student from attending classes at MATC. The amount of the loan will not exceed \$300 or the balance of the student’s financial aid award, whichever is less. Emergency loans are not an “advance” of financial aid funds. A \$10 processing fee is added to the loan amount. If approved, the check may be picked up two business days after the business office receives approval.

You must meet ALL of the following eligibility requirements:

- Completed six credits at MATC with a cumulative GPA of 2.0 or higher
- Current year financial aid award
- Written explanation of financial emergency
- Documentation of emergency (application will not be considered without documentation)
- Must have remaining financial aid eligibility for current semester
- No outstanding emergency cash loans

Emergency loans ARE NOT available prior to the start of a semester.

Procedure:

1. Review eligibility requirements
2. Complete application and attach documentation
3. Pick up ECL in 48 hours at the Student Accounts office at the Milwaukee campus

Financial Aid Paperwork Management

Maintaining a financial aid file as you progress through your education will help you keep accurate records and documentation. Please file all of your financial aid-related materials: copies of your Financial Aid and scholarship applications, award letters, loan papers, etc. Copies of promissory notes, deferments, and all student loan related materials should be kept until the loans are paid in full.

Disbursement of Financial Aid Funds

The date you receive your financial aid money will depend on the date you are awarded, the date you submitted your promissory note to Great Lakes Higher Education Corporation, and/or the types of funds you are eligible to receive. Your refund check will be mailed to you after any amounts due MATC are deducted.

Students awarded before the first day of the term will receive funds approximately 30 days after the first day of the term.

Students awarded after the first day of the term should check with the Financial Aid office for the disbursement schedule.

Pell Grant Enrollment Status

As specified by federal regulations, if you are attending classes for fewer than 12 credits, your federal Pell Grant check will be reduced according to the number of credits for which you are enrolled. Students with a federal Pell Grant award of \$200 per semester must be enrolled full time to maintain eligibility.

Example:

Number of credits you have each semester	Your Pell Grant will be reduced by:
12 or more	No reduction
9-11	25%
6-8	50%
1-5	75%-100%
0	100%

Student Employment

If you are awarded Federal Work-Study, you must contact the student employment staff in Student Employment Services located at the Milwaukee Campus in Room S203. A staff member will assist you with making arrangements for a job interview.

Student Employment Opportunities

Student employment gives you an opportunity to gain valuable work experience and earn money for your college expenses. There are jobs available at all MATC campuses in a variety of settings. Federal Work-Study funds are limited and are awarded to eligible students who apply early for financial aid. Your work-study award will be canceled if you do not secure a job within a reasonable period of time.

Student Employment Payroll Schedule

If you are employed under the Federal Work-Study or MATC Budgeted Student Employment programs, you are paid every two weeks. Milwaukee Campus payroll checks are available for pickup at the payroll window. If you work at the Mequon, Oak Creek or West Allis campuses, pick up your check from the campus cashier's office. A current MATC ID card is required to pick up payroll checks.

Time Sheets

Time reports are to be completed and signed by your supervisor for each pay period, and submitted to the Milwaukee Campus payroll office by noon on the Tuesday prior to payday. Time reports

submitted after the noon deadline will result in a check being issued during the next pay period.

Late Time Sheets

You will not be eligible for payroll advances and/or emergency loans if you submitted your time sheet late.

Student employees who do not adhere to the requirements of Student Employment Services will be subject to termination from their positions.

Academic Programs

Academic Programs Eligible for Financial Aid

If you are enrolled in a two-year associate degree or one-year or two-year technical diploma program, you are eligible to apply for financial aid.

Course Number Begins With	Course Type
100	Associate Degree
200	Four-Year College Parallel
300	Technical Diploma

Academic Programs/Courses Not Eligible for Financial Aid

Some courses are not eligible for any type of financial aid. If you are enrolled in the following courses, you are not eligible.

Course Number Begins With	Course Type
400	Career
500	Apprentice
600	Personal Enrichment
700	Adult High School

The following courses are also not eligible for financial aid:

- Audited Classes
- Basic Skills
- Certificates
- English as a Second Language
- GED
- High School Contract
- Programs less than one semester in length

Standards of Academic Progress — MATC Board Policy F0900

Purpose

Standards of Academic Progress provide students who are having academic difficulties with a framework for knowing when assistance and specific support services are needed to ensure success in meeting their educational goals. MATC maintains an intervention system to alert students to their academic weaknesses so that corrective measures can be implemented. That system, Standards for Academic Success (SAS), applies to all students enrolled in technical diploma and degree programs.

Standards for Academic Success

The Department of Education requires colleges to develop, implement, and monitor students' academic progress. MATC has fulfilled this obligation by the provision of a framework for students experiencing academic difficulties. It delineates when and what specific assistance and supports are available to ensure successful attainment of student goals.

This framework is based on an intervention system, which advises students of their academic status, and is maintained so that corrective measures can be implemented. The intervention mode applies to all students enrolled in certificate, diploma, and degree programs. At the end of each term, students receive written notification if they have failed to meet the standards.

Graduation requires satisfactory completion of course and credit requirements with a minimum cumulative grade point average (GPA) of 2.0.

Determination of academic status is based on the credits earned at MATC and has the following minimum standards:

1. GPA of 2.0 on credits attempted
AND
2. Course completion of 67% of credits attempted each term with grades of A+, A, A-, B+, B, B-, C+, C, C-, D+, D, or D- (W, U, and I are unacceptable grades).

Failure to meet EITHER requirement will result in **WARNING, PROBATION, or SUSPENSION**.

Following the First Term:

1. The student is placed on WARNING status with written notification by the Counseling Center one week after grades are issued. (Documentation errors can be corrected through the Registrar.)
2. Students receiving financial aid must take a minimum of **six credits**. No credit maximums are imposed.
3. Student intervention is initiated.

Following the Second Term:

1. The student is SUSPENDED for one term with written notification by the Counseling Center one week after grades are issued.
2. An appeal is possible and must be submitted in writing to the Appeals Committee.
3. If denied, the student remains SUSPENDED.
4. To return, the student re-enters on PROBATION without financial aid and carries a maximum

of **eight counselor/advisor-approved credits** until minimum requirements are met.

5. If granted, the student continues with a PROBATION status and is limited to **eight counselor/advisor-approved credits**. Students receiving financial aid must carry **six credits**.

Following the Third Term:

1. The student is SUSPENDED from college and from financial aid for one term.
2. An appeal is possible and must be submitted in writing to the Appeals Committee.
3. If denied, the student remains SUSPENDED for one term.
4. If granted, the student re-enters on PROBATION without financial aid and may carry a maximum of eight counselor/advisor-approved credits until minimum requirements are met.

Following the Fourth Term:

1. The student is SUSPENDED for one year.
2. To return, a re-entry plan with a counselor must be developed.
3. The student re-enters on PROBATION status without financial aid and may carry a maximum of eight counselor/advisor-approved credits until minimum requirements are met.

Note: All credits attempted will count toward your current program, regardless of when the credits were attempted. Credits that have been accepted by MATC as transfer credits will also count toward the minimum credit limit.

If you have questions regarding the Standards for Academic Success, please call the Counseling Center at 414-297-6267.

150% Rule

In addition to the above academic standards, when you receive financial aid you are subject to the 150% Rule. This rule means that you are eligible to attempt no more than 150% of the number of credits needed to graduate from your program of study. If you exceed 150% in any one program, you will not be able to continue to receive financial aid.

Examples:

- A two-year associate degree candidate in a program requiring 65 earned credits to complete would be allowed 98 attempted credits of financial aid eligibility.
- A one-year technical diploma candidate in a program requiring 30 earned credits to complete would be allowed 45 attempted credits of financial aid eligibility.

Definitions

Credits Attempted: The number of credits in which you are enrolled on or after the first day of class(es). This does not include any credits dropped before the start of the semester.

Credits Accumulated: The credits for all courses in which you received a final grade of D or above.

Grade-Point Average (GPA): Computed by dividing the cumulative grade points by cumulative credits attempted. Overall success is affected by the grades received in coursework. Grades other than A

through D may have an adverse effect on your academic progress.

Grade/Grade Point	Grade/Grade Point	Status Symbol
A = 4.00	C = 2.00	I = Incomplete
A- = 3.75	C- = 1.75	W = Withdrawn
B+ = 3.25	D+ = 1.25	AU = Audit
B = 3.00	D = 1.00	CR = Credit by Exam
B- = 2.75	D- = .75	S = Satisfactory
C+ = 2.25	U = 0.00	

Program Credits: All credits that are part of a certificate, technical diploma, or degree program, including elective credits.

Incomplete: You may be given an incomplete (I) if you have satisfactorily carried a course until near the end of the semester and have made arrangements to complete the course requirements before the end of the following semester. An I grade which is not removed within one semester will be considered a U.

Repeated Courses: You may repeat courses which you previously completed and for which you received a grade. The initial grade and all subsequent grades will remain part of your permanent record. Your cumulative grade-point average will reflect the total number of credits attempted and total number of grade points earned. (This will reflect only the highest grade earned for each repeated course and a single credit value for that course.) Your final grade-point average will reflect the highest grade earned in the course.

Withdrawal: The last day you may voluntarily withdraw from a course is two weeks before the last day of the semester. For summer sessions and quarter sessions, the cutoff date for withdrawal is one week before the end of the sessions. In extenuating circumstances, the withdrawal cutoff date may be overwritten with the approval of both the faculty and the associate dean. If you do not report for the final examination and do not formally withdraw or arrange for an incomplete grade, you will be given a U grade for the course. If the withdrawal occurs after the refund period as mandated by the WTCS, a final grade of W appears on your official transcript and grade report. If the withdrawal occurs within the refund period after classes begin, a final grade of W appears only on the grade report and is included in the computation of Standards for Academic Success.

Other MATC Student Financial Services

MATC Scholarship Clearinghouse

A wide variety of scholarships are available to help students finance their education. The MATC Foundation and other private donors have scholarships and grants that you may qualify for. The Scholarship Clearinghouse makes information available and provides assistance to students in their pursuit of scholarship awards. The Scholarship Clearinghouse produces the current list of scholarships, which includes the MATC Foundation scholarships and other scholarships that may be of interest to MATC students. This list is available at the Scholarship Clearinghouse in Room S223 of the Milwaukee campus and at Student Services at Mequon, Oak Creek or West Allis campuses, or call 414-297-7040. A valuable Internet site for scholarships is www.fastweb.com.

MATC Veteran Services

As a military veteran/reservist, or dependent/spouse of a disabled/deceased veteran, you may be eligible for the GI Bill. The MATC Veterans Affairs office can assist you in determining your eligibility for the GI Bill. Call 414-297-7016 or visit Room S223 at the Milwaukee campus. Other services include:

- Processing your VA forms for entitlement benefits
- Answering questions pertaining to VA entitlement benefits such as the pay schedule and eligibility requirements

- Providing assistance with problems such as missing, lost, or delayed GI Bill checks
- Providing information on other sources of military educational assistance

Consortium Agreement

Students are not eligible to receive financial aid from more than one school during a semester. However, if you are attending MATC and another college or university at the same time, you may be qualified to receive financial aid for attendance at both institutions by means of a Consortium Agreement. The total credits taken at both institutions are used to compute your financial aid awards. To obtain a Consortium Agreement, you must initiate your request with the Financial Aid office of the college from which you plan to graduate. The Consortium Agreement must be submitted to and reviewed by the MATC Financial Aid office before any financial aid funds can be disbursed. Contact the Financial Aid office for additional information.

MATC Payment Plans

When you register for classes as a financial-aid-eligible student and have been awarded financial aid, your tuition costs may be charged to your student account. Your student account is created the first time you register for classes at MATC. Its purpose is to maintain a record of all your charges and payments while you are a student at MATC. Your financial aid disbursements are credited against your tuition, book charges, and other financial obligations on your account.

All "institutional" (tuition, fees) and "non-institutional" charges (library fines, etc.) will be deducted from your financial aid award each term, beginning with the current term. If you choose not to authorize any institutional or non-institutional charges to be paid from your financial aid award, you must notify the MATC Business Office in writing. Furthermore, if your financial aid award is not enough to cover charges for the current term, you must pay MATC the difference in the manner prescribed by the Business Office.

In order to be reimbursed for a term within the current award year, you must be enrolled in the current term and a valid application must have been received by the MATC Financial Aid office on or before the last day of the term. You can only be reimbursed for classes completed for any prior term during the current academic year.

Beginning with the 2002-2003 academic year, students who do not have an approved financial aid award on file at the time payment is due will have to pay a portion of their fees. Look for more details at www.matc.edu/financialaid

Books, Fees, Uniforms, and Educational Tool Kits

As a student receiving financial aid, you may be eligible for a deferment to cover the cost of books, fees, required uniforms, or tools until your financial aid funds are available. You must obtain approval from the Financial Aid office and sign a promissory note agreeing to pay these costs by the date indicated on the promissory note. Only those students who have had a federal Student Aid Report processed may be eligible for a deferment without a down payment.

Who Qualifies for MATC Payment Plans?

Financial Aid-Eligible Students who:

- a) have a financial aid application on file with the Financial Aid office
- b) are not in default on any federal student loan or owe a repayment on any federal grant
- c) do not owe money to MATC for tuition, books, fees, library books, emergency loans, or child care
- d) are eligible for financial aid for the academic year
- e) are in good academic standing
- f) have registered for at least three credits in an eligible academic program

Repayment of MATC Payment Plans

If you are a financial aid-eligible student who signed a deferment form, you gave MATC permission to deduct what you owe in fees, books, uniforms, and educational kits from your student account before any money from financial aid is released to you.

If you do not receive enough financial aid money to pay your bills in full, it is your responsibility to pay the remaining balance. If you have any questions, you should contact the Student Accounts office. Your bill must be paid in full before you are allowed to register for future classes. In addition, your grade transcript will not be released to you or any third party.

Dropping a Course

Meet with your advisor or instructor before dropping a course. Dropping a course is an important decision that may affect your educational future. Meet with your advisor to discuss this educational decision and the alternatives that may be available for you. A W (withdrawal) is not included in calculating your GPA; however, a withdrawal may affect your Standards for Academic Success status.

The last day to withdraw from a course is two weeks before the last day of the semester. For summer and quarterly sessions, the last day for withdrawal is one week before the end of the session.

To withdraw from a class, a Course Drop/Change form must be completed. The forms are available in deans' offices and registration areas at all campuses.

If a withdrawal occurs within the tuition refund period, there is no official record of it on your grade report or transcript. It will, however, be recorded on your Academic Evaluation.

Course Fee Refunds

You must apply in writing for a course fee refund when you are dropping courses, otherwise you will be charged for all courses you register for — even if you never attended the class(es).

You may receive a 100% refund under two conditions:

- If MATC cancels your class
- If you apply for a refund before the first day of classes which you are scheduled to attend
Note: If the course change form is mailed, the postmark date is the effective date.

After the start of classes, fees are refunded according to the following schedule:

Refund Schedule for 15- and 16-week Day/Evening Courses

When the Class is Dropped	Amount of Refund
Before the class begins	100%
Within the first 12 calendar days	80%
From day 13 to day 25	60%
After day 25	None

Refund Schedule for All Other Courses (Day, Evening, Weekend, etc.)

When the Class is Dropped	Amount of Refund
Before the class begins	100%

Before 11% of scheduled class sessions are completed	80%
From 11% to 20% of scheduled class sessions completed	60%
After 20% of scheduled class sessions are completed	None

MATC will make these calculations for you and determine the refund amount. Course Fee Refund forms are available from the Registration Office in Room S115 of the Milwaukee Campus, or at the Student Services offices at the Mequon, Oak Creek or West Allis campuses.

Note: Instructor withdrawals do not generate a refund for the student. The student must initiate refunds through the registration process or TouchTone: 414-297-7462.

Return of Financial Aid Funds

If you totally withdraw from MATC during the first 60% of a semester in which you receive financial aid, federal regulations require repayment of a percentage of the financial aid money you received. This percentage varies according to when you totally withdraw from classes. If you drop your classes before 60% of the semester has passed, you must repay a portion of your financial aid back to the federal and/or state financial aid programs. If you drop your classes after 60% of the semester has passed, repayment of financial aid is not necessary for that semester.

Federal Stafford Loans

Federal Stafford Loan Repayment

Federal Stafford Loans enter repayment status upon the expiration of the grace period. The grace period automatically starts on the date the borrower's enrollment drops below six credits and continues for six months thereafter.

You must repay in monthly installments over a period agreed upon with the lender at a minimum of \$600 per year or \$50 per month. Generally, you are allowed at least five years but no more than 10 years to repay your student loan. You are urged to repay as rapidly as possible in order to minimize your interest cost. The interest rate charged for a Federal Stafford Loan is variable and is subject to change every July 1. The rate will never exceed 8.25%.

If you have Subsidized Loans, the federal government pays the interest while you are enrolled in school at least half time, during a grace period, or during authorized periods of deferments. Interest will begin to accrue when you enter repayment.

If you have Unsubsidized Loans, you will be charged interest from the day the loan is disbursed until it is repaid in full, including in-school, grace, and deferment periods. You may pay the interest during these periods, or it can be capitalized.

On page 31 of this handbook you will find a Loan Repayment Chart, which provides examples of what your actual payments will be for various loan amounts with interest. Your payment amount may vary slightly from those listed. If you receive a loan, your payment schedule and disclosure statement will give you the exact figures for your loan repayment. You can also refer to the Great Lakes Higher Education Corporation's homepage at www.glhec.org to verify your loan repayment status.

Federal Stafford Loan Costs

You are required to pay the lender an origination fee. The federal government uses this fee to reduce the cost of administering this program. This fee varies by lender, but is typically 3% of the loan amount.

Recommended Loan Limits

The yearly borrowing limit at MATC is set at \$2,625 with a total cumulative limit set at \$7,500. We suggest that you borrow wisely with these limits in mind. If you borrow during the fall and spring semesters, you will not receive an additional loan for the summer session. If you wish to appeal your loan limit, put your appeal request in writing and submit it to the Financial Aid office. You will be expected to substantiate your need for additional loan funds.

Federal Stafford Loan Deferments

Repayment of student loans may be deferred if you meet specific conditions. Deferments are not automatic and vary depending on the type and amount of loan. Deferment can occur only after repayment has begun, if you are not in default, and if you meet the required conditions of the guarantor and federal regulations. Some reasons for deferment are:

- Full-time student (for loans prior to July 1, 1987)
- Half-time student (for loans after July 1, 1987)
- Active duty with U.S. Armed Forces
- Disability
- Volunteer service
- Unemployment
- Parental leave
- Mother of preschool children

Default

The consequences of defaulting on your student loan obligation will be the reporting of your default to a credit bureau and any or all of the following:

- Loan due and payable immediately
- Ineligibility for further financial aid
- Offset against future federal and state tax refunds
- Referred to private collection agency
- Garnishment of wages
- Property liens
- Increase of loan interest rate to 12%

If you have any questions regarding your defaulted loan, please contact Great Lakes Higher Education Corporation at 1-800-236-4300.

Forbearance

If you are unable to make regular scheduled monthly payments, your lender may grant the following forbearance:

- Reduced monthly payments
- Interest payments only, or
- No monthly payments (interest accrues)

Contact your lender for information.

Loan Consolidation

A loan consolidation program is available under which you may consolidate loans you received under the Federal Stafford Loan Program, Perkins Loan Program (formerly the National Direct Student Loan Program), and the Health Profession Student Loan Program. For more information about consolidation options, contact your student loan lender or the Great Lakes Higher Education Corporation.

Borrower's Loan Responsibilities

- Each college provides prospective students with information about the college and its programs. You must consider this information carefully before deciding to attend a college. Great Lakes Higher Education Corporation (GLHEC), the guarantor of your loan, does not vouch for the quality of a college or its programs.
- You must understand that the lender may charge you an origination fee and guarantee fee, and that you are not entitled to any refund of this amount once the loan is fully disbursed.
- You must complete a Loan Entrance Interview. This interview is required for all students who wish to be considered for a Federal Stafford Loan.
- You must complete a Loan Exit Interview. This interview is required for all Federal Stafford Loan borrowers at the time of graduation, or when they drop below six credits.
- All Loan Entrance and Loan Exit Interviews can be completed online at www.matc.edu (*click student, click financial aid, click loans and hotlink "online loan counseling session"*). This site also provides information in Spanish.
- You must understand that within four months after you graduate or become less than a half-time student, you must make arrangements with your lender to repay the loan, and you must repay this loan in accordance with the repayment schedule that the lender will give you.
- You must notify the lender promptly, in writing, if any of the following events occur before the loan is repaid:
 - a) you fail to enroll in school for a period for which the loan was intended
 - b) you withdraw from school, attend school on less than a half-time basis, transfer from one school to another, or graduate from school
 - c) you change your name (e.g., maiden name to married name)
 - d) you change your address
- The proceeds of your loan must be used for educational purposes to attend the college named on your application and for the period indicated. You may be prosecuted under criminal codes if you use these funds for any other purpose(s).
- If you default on your loan repayment, you must understand that you will pay all charges and other costs, including reasonable attorney's fees, that are permitted by law and are necessary for the collection of amounts due and owing on your loan. Furthermore, if you default on the loan, you must understand that you are ineligible for the interest and deferment benefits and that the lender, other holder, and GLHEC will report your default to credit bureau organizations.

Late Disbursement

Disbursement of loan funds will generally not be allowed after a semester has ended. Therefore, we recommend that you apply for financial aid by priority dates (see page 6). Financial aid applications processed after the start of the semester may result in the loss of loan eligibility for that semester.

Loan Servicing

The federal Office of Student Financial Assistance (SFA) Ombudsman is working with student loan borrowers to informally resolve loan disputes and problems. Loan disputes should be referred to the guarantee agency first, such as Great Lakes Higher Education Corporation: www.glhec.org or call 800-236-4300.

If disputes are not resolved, contact the federal Office of Student Financial Assistance at 877-557-2575.

They help borrowers having problems with the following student loans:

- Federal Direct Loans — Subsidized and Unsubsidized Direct Student Loans, Direct Parent Loans and Direct Consolidation Loans
- Federal Family Education Loans — Subsidized and Unsubsidized Stafford Loans, FFEL Parent Loans, and FFEL Consolidation Loans
- Federal Perkins Loans

Other Loan-related Questions

If you have questions regarding loan and deferment, contact Great Lakes Higher Education Corporation at:

Great Lakes – Borrower Services

P.O. Box 7860

Madison, WI 53707

Telephone: 800-236-4300

If you wish to contact GLHEC online, go to www.glhec.org. Click “Borrowers” to view your account, find out when the next payment is due, the status of your loan account, the balance due, and more.

Tax Reform Act of 1986

Any grants and scholarships that you receive may be reported as income on your federal tax return. Amounts used for tuition, fees, books, supplies, and equipment required for courses of instruction are excluded from gross income. According to the Internal Revenue Service Advance Notice 87-31, “the recipient is responsible for determining whether such grant was used for qualified tuition and related expenses.” Grants and scholarships affected include those received through MATC as well as those received from outside agencies.

You are therefore encouraged to make sure you save the necessary records. In particular, you should keep the following:

- Financial aid award letter
- Receipts for your tuition, fees, books supplies, and required equipment.

For specific questions, contact the U.S. Internal Revenue Service at 1-800-829-1040, or check their website at www.irs.gov

The Taxpayer Relief Act of 1997

The Lifetime Learning Tax Credit

The Lifetime Learning Tax Credit is a tax credit available to individuals who file a tax return and owe taxes. The tax credit is subtracted directly from the actual tax liability, rather than reducing taxable income (like a tax deduction). The Lifetime Learning Tax Credit is not refundable.

A family may claim a tax credit of up to \$2,000 per tax year for the taxpayer, taxpayer’s spouse, or any eligible dependents for an unlimited number of tax years. A family may claim up to 20% of \$10,000 of eligible expenses. For specific questions, contact the U.S. Internal Revenue Service at 1-800-829-1040.

The Hope Scholarship

The Hope Scholarship is actually a tax credit, not a scholarship. Tax credits are subtracted directly from the tax a family owes, rather than reducing taxable income (like a tax deduction). A family must file a tax return and owe taxes to take advantage of this tax credit. The Hope Scholarship is not refundable for families who do not pay taxes or who owe less in taxes than the maximum amount of the Hope Scholarship for which the family is eligible.

A family can claim a tax credit of up to \$1,500 per tax year for each eligible dependent. This can be done for up to two tax years. A family may claim up to 100% of the first \$1,000 of eligible expenses and 50% of the next \$1,000 for a maximum credit of \$1,500. For specific questions, contact the US Internal Revenue Service at 1-800-829-1040.

Student Rights

You have the right to ask a college:

- The names of its accrediting and licensing organizations
- About its programs; its instructional, laboratory, and other physical facilities; and its faculty
- The cost of attending, and its policy on refunds to students who drop out
- What financial assistance is available, including information on all federal, state, local, private, and institutional financial aid programs
- Its procedures and deadlines for submitting applications for each available financial aid program
- How it selects financial aid recipients
- How it determines your financial need. This process includes how costs for tuition and fees, room and board, travel, books, supplies, and personal and miscellaneous expenses are considered in your cost of education. It also includes the resources considered in calculating your financial need (such as parental contribution, other financial aid, assets, etc.)
- How much of your financial need, as determined by the college, has been met with financial aid.
- How and when you will be paid your refund
- To explain each type and amount of assistance in your financial aid award
- What the interest rate is on any student loan you have, the total amount you must repay, the length of time you have to repay, when you must start repaying, and what cancellation or deferment provisions apply
- If you are offered a federal college work-study job, what kind of job it is, what hours you must work, what your duties will be, what the rate of pay will be, and how and when you will be paid
- To reconsider your financial aid package if you believe a mistake has been made, or if your enrollment or financial circumstances have changed
- How the college determines whether you are making satisfactory academic progress, and what happens if you are not
- What special facilities and services are available to disabled students

Student Responsibilities

It is your responsibility to:

- Review and consider all information about a college's programs before you enroll
- Pay special attention to your application for student financial aid, complete it accurately, and submit it on time to the right place. Errors can delay or prevent your receiving financial aid
- Know all deadline dates for applying or reapplying for financial aid, and meet them
- Provide all documentation, corrections, and/or new information requested by either the Financial Aid office or the agency to which you submitted your application
- Read, understand, and keep copies of all forms you are asked to sign
- Repay any student loans you have. When you sign the promissory note you are agreeing to repay your loan.
- Participate in an entrance interview for federal student loan applicants
- Participate in a financial aid exit interview if you received a student loan while attending MATC
- Notify the school of change in your name, address, or attendance status (full-time, three-quarter-time, or half-time). If you have a loan you must also notify your lender of these changes
- Satisfactorily perform the work in a federal work-study job
- Understand MATC's refund policy
- Understand MATC's overaward policy

Financial Aid Websites

MATC Financial Aid
www.matc.edu

Home Page of MATC (go to "Student," then Financial Aid)
Tips and links to grants, loans, and scholarship websites

FAFSA on the Web
www.fafsa.ed.gov

Free Application for Federal Student Aid
Apply for financial aid or request a PIN number

Student Financial Assistance
www.studentaid.ed.gov

Federal Financial Aid Home Page
Find help for every stage of the financial aid process

Great Lakes Higher Ed. Corp
www.glhec.org

Home Page for Great Lakes Higher Education Corp.
Use IBIS to view your loan account info online

Financial Aid Info Page
www.finaid.org

The Smart Guide to Financial Aid
General information and financial aid estimator

HEAB
www.heab.state.wi.us

Wisconsin Higher Education Aid Board Home Page
Information on Wisconsin financial aid programs

Veterans
www.va.gov

U.S. Department of Veterans Affairs
Programs for those who have served in the U.S. armed forces

Selective Service
www.sss.gov

Social Security Administration
www.ssa.gov

Scholarship Search Engines

FastWeb

www.fastweb.com

FastWeb Student Resource Network

CASHE

www.cashe.com

Sallie Mae's Scholarship Search

SRN Express

www.srnexpress.com

Scholarship Resource Network Express

CollegeNET

www.collegenet.com

CollegeNET Mach 25 Scholarship Search

ScholarAid

www.scholaraid.com

ScholarAid Scholarship Search

Glossary

Academic Year: An academic year is nine months in length. It begins in late August and ends in mid-May.

Citizen/Eligible Noncitizen: To be considered for federal and state financial aid, you must be a:

- U.S. Citizen, or
- U.S. National (includes natives of American Samoa or Swain's Island), or
- U.S. permanent resident who has an I-151, I-551, or I-551C (Alien Registration Receipt Card)

If you are not in one of these categories, you must have a Departure Record (I-94) from the US Immigration and Naturalization Service (INS) showing one of the following designations:

- "Refugee"
- "Asylum Granted"
- "Indefinite Parole" and/or "Humanitarian-Parole"
- "Cuban-Haitian Entrant, Status Pending"
- "Conditional Entrant" (valid only if issued before April 1, 1980)
- Other eligible noncitizen with a Temporary Resident Card (I-688)

Or you can be eligible based on the Family Unity Status category with an approved I-797 (Voluntary Departure and Immigrant Petition).

If you have only a Notice of Approval to Apply for Permanent Residence (I-797 or I-464), you are not eligible for federal student aid.

If you are in the U.S. on an F1 or F2 student visa, or on a J1 or J2 exchange visitor visa, you are ineligible for federal student aid. Also, persons with G series visas (pertaining to international organizations) are not eligible for federal student aid.

Note: Only citizens and noncitizen nationals can receive federal financial aid for study at foreign institutions, and only Direct or FFEL Program Loans are available for that purpose.

Consortium Agreement: Allows MATC financial aid recipients who are attending another institution, but who plan to receive their diploma or degree from MATC, to be eligible for all financial aid through MATC. In these cases, MATC is considered the “home institution” and the other institution is considered the “visiting institution.”

Cost of Attendance (COA): The estimated amount it will cost a student to go to school — usually expressed as a yearly figure. It is determined using a formula established by the U.S. Congress. The COA covers tuition and fees; off-campus room and board; and allowance for books, supplies, transportation, loan fees (if applicable), dependent care, costs related to a disability, and miscellaneous expenses. For students attending less than half time, the COA includes only tuition and fees and an allowance for books, supplies, transportation, and dependent care expenses.

Default: Failure to repay a student loan according to the terms agreed to when you signed a promissory note. If you default on a student loan, MATC, your lender, Great Lakes Higher Education Corporation (GLHEC), and the federal government can all take action to recover the money. Default may affect your future credit rating, and you will not be able to receive any more federal or state financial aid or a deferment of your loan payments if you return to any college or university. Also, you may be responsible for the costs of collecting the loan. Finally, the Internal Revenue Service may withhold your income tax refund.

Eligible Financial Aid Program: A course of study that leads to a degree or technical diploma at MATC. To receive a Federal Pell Grant, Federal SEOG, Federal Work-Study, an MATC-budgeted job, or state grants, you must be admitted to and enrolled in an eligible academic program.

Enrollment Status:

Full Time	12 credits or more
Three Quarter Time	9-11 credits
Half Time	6-8 credits
Less Than Half Time	1-5 credits

Expected Family Contribution (EFC): An estimated amount, determined by a formula Congress established, that indicates how much of your family’s financial resources should be available to help pay for school. Factors such as taxable and nontaxable income, assets (such as savings and checking accounts), and benefits (for example, unemployment or Social Security) are all considered in this calculation. The EFC is used in determining your eligibility for financial aid.

Financial Aid Award: The total amount of financial aid a student receives. Federal and nonfederal financial aid such as grants, loans, or work-study are combined in an award to help meet the student’s need. Using available resources to give each student the best possible financial aid award of a major responsibilities of a college financial aid administrator.

Free Application for Federal Student Aid (FAFSA): This is the financial aid application that MATC students use to apply for financial aid. You can obtain the FAFSA from the MATC Financial Aid office, the Student Services offices located at each campus, or the Wisconsin Educational Opportunity Program Center. Students can also apply online at www.fafsa.ed.gov.

Great Lakes Higher Education Corporation (GLHEC): A private corporation with federal and state approval to service and guarantee federal student loans. For information go to www.glhec.org

PIN Number: Personal Identification Number. Your PIN number serves as your electronic signature and provides access to your personal records.

Promissory Note: The legal document you sign when you get a student loan. It lists the conditions under which you are borrowing and the terms under which you agree to pay back the loan.

Renewal FAFSA Application: This is sent to students who applied for financial aid during the previous academic year. You may complete the paper application or go online to www.fafsa.ed.gov. Click on "Entering a FAFSA Online" and then "Fill Out a FAFSA." A PIN number is necessary in order to complete your Renewal Application. Follow the icons to obtain one online.

Student Aid Report (SAR): This paper document is sent to you from the U.S. Department of Education and lists the information you provided on the FAFSA. You should keep this document for your records.

Undergraduate: Someone who has not earned a bachelor's or first professional degree. (A professional degree would include a degree in fields such as pharmacy or dentistry).

Wisconsin Higher Educational Aids Board (HEAB): HEAB administers all state financial aid programs. The members of the board are appointed by the governor and approved by the state legislature.

Budget Planning

How to pay for classes, books, and other educational expenses and living costs is a major concern of most college students. Financial aid will rarely be enough money to cover all expenses associated with attending college. Financial sacrifices are often necessary until graduation. Therefore, it is important for you to establish a budget to determine what your expenses will be and what resources are available to meet those expenses.

Here are a few suggestions of possible funding sources:

- Savings
- Scholarships
- Church/Civic Groups
- Internships/Cooperatives
- Community-based organizations
- Veterans' benefits
- Social Security benefits
- Employer tuition reimbursement
- State Department of Vocational Rehabilitation
- Full- or part-time employment

Use the budget planning sheet on the next page to figure your expenses and establish your budget.

Budget Planning Worksheet

Estimated Expenses and Costs

Tuition		\$ _____
Books and Supplies	\$ _____ per month x 9 =	\$ _____
Rent	\$ _____ per month x 9 =	\$ _____
Food	\$ _____ per month x 9 =	\$ _____
Travel	\$ _____ per month x 9 =	\$ _____
Car Repairs	\$ _____ per month x 9 =	\$ _____
Utilities	\$ _____ per month x 9 =	\$ _____
Medical	\$ _____ per month x 9 =	\$ _____
Child Care	\$ _____ per month x 9 =	\$ _____
Child Support	\$ _____ per month x 9 =	\$ _____
Insurances	\$ _____ per month x 9 =	\$ _____
Personal Upkeep	\$ _____ per month x 9 =	\$ _____

Total Expenses and Costs = \$ _____

Financial Aid

Estimated Family Contribution	\$ _____
Grants	\$ _____
Work-Study	\$ _____
Loans	\$ _____
Other (include scholarships, Voc. Rehab., veterans benefits, employer reimbursements)	\$ _____

Total Financial Aid = \$ _____

Unmet Financial Need

- a. **Total Expenses and Costs** \$ _____
- b. **Minus Total Financial Aid** \$ _____
- c. **Equals Unmet Financial Need** \$ _____

Note: If you have unmet financial need, you need to decrease your costs and/or increase your income (i.e. part-time job for you, spouse employment, loans from family members or friends) to be able to comfortably afford to attend MATC.

Tables of Eligibility Requirements/Filing Procedures – State Programs

TABLE OF ELIGIBILITY REQUIREMENTS/FILING PROCEDURES

MATC participates in six federally funded programs and six state-funded programs. Most programs have the same eligibility requirements or filing procedures. However, several programs require additional applications and have additional requirements. Listed below are the programs in which MATC participates and some of the eligibility requirements (see the Financial Aid Programs and General Eligibility table for additional requirements)

State Program	Eligibility Requirements	Application	Comments
Higher Education Grant	Undergraduate. WI resident and financial need.	File FAFSA.	Ten semesters of eligibility.
Talent Incentive Program Grant	Undergraduate. WI resident and financial need. Must meet established criteria as required by the TIP program. Intended for low-income, first-generation college students with exceptional financial need.	File FAFSA. Contact Wis. Educational Opportunity Center at 414-227-4466.	Ten semesters of eligibility. First award must be received as a first-time freshman.
Indian Student Assistance Grant	Undergraduate. WI resident and financial need. At least 1/4 American Indian. Documentation mandatory.	File FAFSA and Indian Scholarship application. Applications available from MATC Financial Aid office and American Indian office — Multicultural Affairs Dept., Room M238.	Ten semesters of eligibility.
Hearing and Visually Handicapped Student Grant	Undergraduate. WI resident and financial need. Intended for students who are deaf, hard of hearing, or visually handicapped.	File FAFSA. Application available at www.heab.state.wi.us/handicap.doc	Ten semesters of eligibility.
Minority Undergraduate Retention Grant (MRG)	Undergraduate. WI resident and financial need. Intended for students of African American, American Indian, Hispanic, and Southeast Asian heritage. Must have earned at least 24 credits in a two-year program with a cumulative grade-point average of 2.5 or better.	File FAFSA. Contact MATC Multicultural Affairs, M238	Six semesters of eligibility.
Part-Time Veterans' Educational Grant (PTV)	Wartime veterans who entered military service from Wisconsin or who have lived in the state for 10 years. Also eligible are widows and dependent children of such veterans.	Applications available from the Milwaukee County Veterans Service office, Milwaukee County Court House, 901 N. 9th St., Room G5.	

Tables of Eligibility Requirements/Filing Procedures – Federal Programs

TABLE OF ELIGIBILITY REQUIREMENTS/FILING PROCEDURES

Federal Program	Eligibility Requirements	Application	Comments
Federal Pell Grant	Undergraduate, financial need.	File FAFSA. with greatest financial need.	Targeted by federal formula to students
Federal Supplemental Educational Opportunity Grant (FSEOG)	Undergraduate, financial need, must be eligible.	File FAFSA.	Funds are very limited. First priority given to Pell Grant recipients.
Federal Work-Study Programs	Financial need.	File FAFSA.	Funds are limited and awarded to students who apply by priority application dates.
Tribal Indian Grant (TIG)	Financial need. Must be at least 1/4 American Indian. Documentation mandatory.	FAFSA. Indian Scholarship Applications available from MATC Financial Aid office or the American Indian office — Multicultural Affairs Dept., Room M238.	Grant program.
Federal Stafford Loan Program		File FAFSA. Applications will be mailed to students by Great Lakes Higher Ed. Corp.	Loan program. \$2,625 MATC maximum per academic year (including summer school). Variable interest rate adjusted yearly, not to exceed .25%. Maximum cumulative total for MATC students: \$7,500.
Parent Loan for Undergraduate Students (PLUS)	Only a dependent student's parent(s) may borrow.	File FAFSA. File PLUS Loan Application. See Financial Aid office for details.	Interest rate adjustable yearly — not to exceed 9%.

Financial Aid Programs and General Eligibility

Eligibility Requirements	Fed. Pell Grant	Fed. SEOG	Fed. SL	Fed. WS	WHEG	Wis. TIP	Wis. MRG	WIG	HSG	TIG	PTV
Undergraduate	YES	YES	NO	NO	YES	YES	YES	NO	YES	NO	NO
Must be enrolled for at least 6 credits per semester to be considered	NO	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO
Must pay back with interest	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
Must be a US citizen or eligible noncitizen	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Must be a Wisconsin resident	NO	NO	NO	NO	YES	YES	YES	YES	YES	NO	YES
Must be registered with Selective Service (if required)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Must have financial need	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO
Must be working toward an associate degree or one-year diploma	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	YES
Must be making satisfactory academic progress	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Must not be in default or owe a refund on a grant or educational loan	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO	YES
Having a bachelor's degree makes an applicant ineligible	YES	YES	NO	NO	YES	YES	YES	NO	YES	NO	NO
Available for summer school	YES	YES	YES	YES	NO	NO	NO	NO	NO	YES	YES
Additional application required	NO	NO	YES	NO	NO	NO	YES	YES	YES	YES	YES
Must attend a loan entrance/exit interview	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO
Summer school application required	YES	NO	YES	YES	NO	NO	NO	NO	NO	NO	YES

Fed. SEOG - Federal Supplemental Educational Opportunity Grant MRG - Wisconsin Minority Retention Grant
 Fed. SL - Federal Stafford Loan WIG - Wisconsin Indian Grant
 Fed. WS - Federal Work-Study HSG - Wisconsin Handicapped Student Grant
 WHEG - Wisconsin Higher Education Grant TIG - Federal Tribal Indian Grant
 TIP - Wisconsin Talent Incentive Program Grant PTV - Wisconsin Part-Time Veterans Grant

Monthly Repayment Table¹

Total Balance	6%	6.5%	7%	7.5%	8%	8.5%	9%
\$1,000*	\$50.	\$50.	\$50.	\$50.	\$50.	\$50.	\$50.
1,500*	50.	50.	50.	50.	50.	50.	50.
2,000*	50.	50.	50.	50.	50.	50.	50.
2,500*	50.	50.	50.	50.	50.	50.	50.
3,000*	50.	50.	50.	50.	50.	50.	50.
3,500*	50.	50.	50.	50.	50.	50.	50.
4,000*	50.	50.	50.	50.	50.	50.	50.67
4,500*	50.	51.10	52.25	53.42	54.60	55.79	57.
5,000	55.51	56.77	58.05	59.35	60.66	61.99	63.34
5,500	61.06	62.45	63.86	65.29	66.73	68.19	69.67
6,000	66.61	68.13	69.67	71.22	72.80	74.39	76.01
7,000	77.71	79.48	81.28	83.09	84.93	86.79	88.67
8,000	88.82	90.84	92.89	94.96	97.06	99.19	101.34
9,000	99.92	102.19	104.50	106.83	109.19	111.59	114.01
10,000	111.02	113.55	116.11	118.70	121.33	123.99	126.68
15,000	166.53	170.32	174.16	178.05	181.99	185.98	190.01
20,000	222.04	227.10	232.22	237.40	242.66	247.97	253.35
30,000	333.06	340.64	348.33	356.11	363.98	371.96	380.03
40,000	444.08	454.19	464.43	474.81	485.31	495.94	506.70
50,000	555.10	567.74	580.54	593.51	606.64	619.92	633.38

¹ Based on a ten-year repayment schedule. * Minimum monthly payment is \$50.

Equal Opportunity and Affirmative Action Commitment

MATC's commitment to equal opportunity in admissions, educational programs, and employment policies assures that all individuals are included in the diversity that makes the college an exciting institution. MATC does not discriminate against qualified individuals in employment or access to courses, programs, or extracurricular activities on the basis of race, color, national origin, ancestry, religion, creed, sex, sexual orientation, age, disability, pregnancy, marital status, parental status, or other protected class status.

The lack of English skills shall not be a barrier to admission or participation in any MATC program or service.

MATC will comply fully with state and federal Equal Opportunity and Affirmative Action laws, executive orders, and regulations.

Direct questions concerning application of this policy to the Affirmative Action Officer, 700 West State Street, Milwaukee, Wisconsin 53233-1443, telephone 414-297-6528.

MATC also complies with all Americans With Disabilities Act provisions and makes reasonable accommodations upon request.

Further information may be obtained by calling 414-297-6838. (TTY/TDD: 414-297-6840) or visiting C219 on the Milwaukee Campus.

