



2018-2019 APPLICATION FOR NEED-BASED FINANCIAL AID—RICHMOND

This form is used to determine eligibility for institutional need-based aid. Institutional need-based aid is available only to students enrolled in one of our eligible masters’ degree programs listed below. This application must be received in the Financial Aid Office **no later than 5 p.m., Wednesday, June 1, 2018**. Late aid applicants are ineligible for institutional need-based aid. Aid decisions will be communicated by June 15, 2018.

SECTION A: GENERAL INFORMATION

Name _____

Address _____

Telephone _____

E-mail Address(es) _____

Family Data: Single Married

Number of dependent children _____ Ages of dependent children _____

(To be considered a dependent for seminary aid purposes, the child must receive more than one-half of his/her support from you and be under age 23 before July 1, 2018. If over the age of 18, the dependent child must be a full-time student and under the age of 23.)

If your spouse is a Union Presbyterian Seminary student, list his/her name and degree program.

SECTION B: DEGREE PROGRAM, ACADEMIC STANDING, AND ENROLLMENT PLANS

DEGREE PROGRAM

Master of Arts in Christian Education (M.A.C.E.) Master of Divinity (M.Div.) M.A.C.E./M.Div.

If you are a **returning** student, indicate the number of credits or credit hours that you will have completed prior to the 2018-2019 academic year: _____ .

When do you expect to complete the credits required for your degree program? _____

Indicate below the number of eligible credit hours that you plan to take in the 2018-2019 academic year. Enter zero if you do not plan to enroll in a particular term. Don’t forget to include non-classroom credit hours such as Supervised Ministry, Field-Based Learning, and Clinical Pastoral Education.

TERM	EXPECTED CREDITS
Summer 2018	_____
Fall 2018	_____
Spring 2019	_____
May 2019	_____
Total Credits	_____

SECTION C: EXPENSES AND RESOURCES

- Use the information on our website as a guide to determine your estimated expenses.
- Use monthly numbers for non-seminary expenses and resources
- Exclude the total value of retirement accounts approved by the Internal Revenue Service (IRA, 401(k), 403(b), Keogh, etc.), but report any income you may be receiving from these sources under "Income from Approved IRS Retirement Accounts."

Your Expenses

Tuition (_____ at \$470.00)	\$ _____
Student Activity Fee	\$ _____
Graduation Fee	\$ _____
Books/Supplies	\$ _____
Total Educational Expenses	\$ _____
Rent/Housing	\$ _____
Food	\$ _____
Telephone	\$ _____
Clothing	\$ _____
Personal Expenses	\$ _____
Health Insurance	\$ _____
Uninsured Medical	\$ _____
Transportation	\$ _____
Child Care	\$ _____
Church Contributions	\$ _____
Other Expenses	
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
* _____	\$ _____
Monthly Expenses	\$ _____
Total Monthly Expenses	\$ _____
Total Expenses	\$ _____

Your and Your Spouse's Resources

Income from Student's Work	\$ _____
Income from Spouse's Work	\$ _____
Income from Student's Pension(s)	\$ _____
Income from Spouse's Pension(s)	\$ _____
Value of Cash, Savings, CDs, Checking Accounts	\$ _____
Interest Income	\$ _____
Income from Approved IRS Retirement Accounts	\$ _____
Income from Trusts	\$ _____
Family Assistance	\$ _____
Scholarships/Grants	\$ _____
Church	\$ _____
Presbytery	\$ _____
Synod	\$ _____
Other	\$ _____
Other Resources and Benefits	
AmeriCorps	\$ _____
Social Security	\$ _____
Unemployment Compensation	\$ _____
Veterans Benefits	\$ _____
Vocational Rehabilitation	\$ _____
Alimony	\$ _____
Child Support	\$ _____
Housing Allowance/Parsonage	\$ _____
Rental Income	\$ _____
Employer Tuition Benefits	\$ _____
Monthly Resources	\$ _____
Months Enrolled	_____
Total Resources	\$ _____

Explain other expenses below:

SECTION D: CERTIFICATIONS AND RELEASE OF INFORMATION

- I understand that I must be a degree-seeking student on the Richmond campus in order to receive UPSem need-based aid.
- I agree to use my aid to pay seminary charges by the due dates and understand that non-payment may result in the loss of future aid.
- I promise to inform the Financial Aid Office in writing of significant changes (\$100 or more) as they occur to the financial data provided in this application. I understand that such changes may affect my eligibility for need-based aid.
- I understand that I must make satisfactory academic progress toward my degree and maintain at least a 2.0 cumulative grade point average (GPA) at the end of each academic year in order to receive need-based aid.
- If a new student, I understand that I must attend the financial aid session conducted during new student orientation in order for my aid to be disbursed. I understand that a failure to attend will result in the forfeiture of aid.
- I understand the scholarship donor appreciation program is essential to the continued receipt of funds by the seminary and its students. If requested, I agree to write a letter(s) of appreciation to the donor(s) of any aid awarded by the seminary.
- I understand that I *may* be required to submit a signed copy of my 2017 Federal Income Tax Return to complete my aid application. I also understand that I may be required to provide documentation of other financial data.
- I certify that the information provided on this application is complete and accurate to the best of my knowledge. I understand that if I knowingly make a false statement or misrepresentation, my aid may be cancelled and I may be subject to penalties.
- I am aware of the seminary's need to communicate with certain persons regarding the financial need of its students. Therefore, I grant permission for Union Presbyterian Seminary to communicate, as necessary, general information concerning the costs of my education and specific information concerning my need for financial assistance to appropriate and responsible persons.

By signing this form or entering your Student ID and date of birth in the field below, you certify that all information submitted on this form is true, and that you have reviewed the certification and release of information and agree to all points.

Signature or Student ID _____ or Date of Birth _____ Date Completed _____

If using Student ID to sign this form before emailing it back, also add Date of Birth

OTHER IMPORTANT INFORMATION

- This application is used to determine your eligibility for aid awarded by Union Presbyterian Seminary on the basis of demonstrated financial need. If you are applying for admission, your need-based financial aid application will be processed **after** you have been admitted to an eligible degree program. The Admissions Committee considers each new student for merit aid. Need-based aid cannot be awarded in addition to merit aid.
- All students must reapply and re-qualify for need-based aid each year.
- In addition to applying for need-based aid, you should explore other possibilities for assistance. An excellent source of information about scholarships is the Graduate Theological Union Scholarship Database at <http://www.gtu.edu/scholarships>.
- This need-based aid application must be received in the Financial Aid Office by **5 p.m., Wednesday, June 1, 2018**. Late applications will not be processed.
- Please contact Michelle Walker in the Financial Aid Office at 804-278-4252 or mwalker@upsem.edu if you have questions regarding this application or any aspect of financial aid at Union Presbyterian Seminary.