



Office of Student Financial Aid

Mailing Address:

Office of Student Financial Aid
University of Maryland
0102 Lee Building
College Park, MD 20742

Service:

Student Financial Services Center
1135 Lee Building
Monday - Friday
8:30 a.m. - 4:30 p.m.

Phone: 301-314-9000 & 888-313-2404

TTY: 301-314-7017

FAX: 301-314-9587

E-mail: umfinaid@umd.edu

URL: www.financialaid.umd.edu

Financial Aid Frequently Asked Questions (FAQ's) for Study Abroad Students

Please read and keep for your records

How does the Study Abroad Financial Aid Process work?

1. Students doing non-UM sponsored program (meaning you will pay your tuition and fees to another school other than UMCP or Towson) must turn in a *Financial Aid Study Abroad Worksheet* and a *Permission to Study Abroad form* to the financial aid office at least 1 to 2 months before leaving to ensure timely processing of aid.
2. Once these forms are received the Financial Aid office will send a Consortium Agreement to the student's study abroad program.
3. Student's study abroad program must complete and return the Consortium Agreement, confirming costs, enrollment, and any scholarships awarded, to the UMCP Financial Aid Office for processing.
4. Once the consortium agreement is received the UMCP Financial aid office will mail out or direct deposit financial aid to student during the first week of their program. It is the student's responsibility to pay program costs when they are due. No Exceptions.

The bill for my study abroad program is due before my financial aid will be released. What do I do if I can't pay it out of pocket? You can request that the UMCP Financial Aid office send an aid verification form to your study abroad program to notify them about the aid you will receive and when it will be released. It is up to your program to decide if they will hold off payment until your financial aid is received. Some programs have their own aid verification forms that the Financial Aid Office can complete for you.

I am doing a non-UM sponsored program. Can I still receive my state scholarship money for the semester? No, you can not receive state scholarship money if you are doing a non-sponsored study abroad program.

My study abroad program costs more than what it costs to attend the University of Maryland. Can I get more financial aid to cover my study abroad costs? Our office can increase your costs of attendance so that you may apply for additional PLUS or Private loan money. Unfortunately, our office cannot offer or increase any grant or scholarship that you are receiving.

Can you send my financial aid money directly to my study abroad program? No, your financial aid refund will be sent directly to you through a mailed check or direct deposit.

Do I have to do a Power of Attorney agreement? Power of Attorney allows a 3rd party (such as your mom or dad) the legal authority to act on your behalf while studying abroad. Our office asks that you complete a Power of Attorney agreement or set up direct deposit so that your financial aid can be deposited into the designated checking and/or saving account.

When is the earliest that my financial aid can be released to me for my program? 10 days before the start of your program is the earliest that your financial aid can be sent to you but you most likely will not receive your financial aid until your first week of classes.

Additional questions or concerns? Please call 301-314-9000 to schedule an appointment with the Study Abroad Financial Aid Counselor.



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Study Abroad Financial Aid Worksheet

You must fill out this form and include a copy of your Permission to Study Abroad form if you are:

- Going on a non UM-sponsored study abroad program for the Fall, Spring, and (or) Summer session
- Going on a UM sponsored study abroad program that is not listed below
- Receiving Federal aid, Merit-based scholarships, or private scholarships

Do not fill out this form if you are:

- Going on the UM in Rome, UM in Nice, UM in Spain or UM in London sponsored program
- Doing a Winter term study abroad program

Semester/Year of Study Abroad: Fall _____(year) Spring _____(year) Summer _____(year)

Name (Last, First): _____ UID: _____

E-Mail: _____ Phone #: _____

Names of Program, Country & Sponsoring School: _____

If the program is not sponsored by UM, please provide the following information about the sponsoring school:

Phone: _____ Name & Address: _____

Fax: _____

E-Mail: _____

REQUIRED FORMS:

1. **Financial Aid Worksheet**
2. **Financial Aid Checklist for Study Abroad**
3. **Permission to Study Abroad Form** (completed and signed)
4. **Study Abroad budget** (included – take to Study Abroad Office on campus to be completed.)
5. **Copy of Course Registration** (Fax or mail once you have registered for courses in your program.)

RECOMMENDED FORMS

1. **Direct Deposit Authorization Card** (preferred) or **Power of Attorney Agreement**

I agree to notify the University of Maryland at College Park (UM) promptly if I withdraw from any of the host school courses before their conclusion. I further agree to ask the Host Institution to send an academic transcript to UM at the conclusion of the program. I understand that my financial aid will be disbursed to my student account at UM. After all UM charges are paid, any excess funds will be disbursed to me as a financial aid refund. I understand that I am responsible for paying all charges to the Host Institution by the **Host Institution's** due date.

Student Signature: _____ **Date:** _____

OFFICE USE ONLY		
<u>Initial/Date</u>	<u>MQ</u>	
_____	___	Received this form
_____	___	Sent (___) or Faxed (___) Consortium Agreement (C.A.)
_____	___	Received completed C.A.
_____	___	Aid released
_____	___	Courses Confirmed
_____	___	Added to Clearinghouse roster



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Financial Aid Checklist for Study Abroad

- 1) I have read and understood all of the information in the Frequently Asked Questions and Financial Aid Worksheet for Study Abroad Students. _____
- 2) I understand that my aid can be credited to my student account, at the earliest, 10 (ten) days before the start of the program. _____
- 3) I must complete and submit a Financial Aid Worksheet for Study Abroad, a Study Abroad Budget form, and a Permission to Study Abroad form. _____
- 4) I understand that by doing a program that is not sponsored by the University of Maryland or another Maryland institution, I am not eligible to receive aid from the State of Maryland such as Educational Assistance Grants, Maryland Hope, Delegate and Senatorial scholarships. _____
- 5) If the host program requires payments that are due before my financial aid can be released, I am responsible for paying by their due dates. _____
- 6) I have provided ALL of the correct contact information for my program or school and signed the form. _____
- 7) I must submit a copy of my official course registration as soon as I register for courses at my host school. Failure to do so can result in cancellation of my aid for that semester. _____
- 8) I understand that my financial aid can only be disbursed once the other institution confirms my enrollment with a Consortium Agreement. _____
- 9) I am responsible for contacting my lender and making sure that I discuss with them information about deferment of my loans. _____
- 10) Failure to complete the necessary coursework and number of credit hours, or leaving my program on an unsatisfactory basis can result in charge back of financial aid. _____
- 11) I will receive all financial aid funds and I am responsible for payment to the host program or institution. Maryland will not send refunds to anyone other than the student. _____

Please complete, sign, and submit this completed form along with your Financial Aid Worksheet for Study Abroad, Permission to Study Abroad and Study Abroad Budget. Your aid will not be processed unless all of these forms are completed and have the appropriate signatures.

Signature _____ UID # _____ Date _____

Study Abroad Budget

- Student must take this form to the UMCP Study Abroad office for completion
- Aid will not be processed if form is not completed by Study Abroad office

Name: _____ UID: _____
Program Name: _____ Term/Year: _____

Who will bill the student for tuition? (Check only one)

- UM (C.A. not required) Other Private/Public school within Maryland (Need C.A.)
 Clearinghouse (Need C.A.) Other Private/Public school outside Maryland (Need C.A.)
 Foreign School (Need C.A.)

Permission to Study Abroad required? Yes No

Number of Credits and dates for	CLASSES:	Start Date	End Date	# of Credits
	Summer	_____	_____	_____
	Fall	_____	_____	_____
	Spring	_____	_____	_____

Study Abroad Budget:

Tuition:	\$ _____	Airfare:	\$ _____
Room:	\$ _____	Books:	\$ _____
Board:	\$ _____	Personal:	\$ _____
Other:	\$ _____	TOTAL:	\$ _____

Comments: _____

Director, S.A Office: _____ Date: _____