

2011-2012

Financial Aid Information

TUITION PAYMENT POLICY

Tuition and fees must be paid in full by one business day before the start of the term. Learners who do not meet the payment deadline will be dropped from their class schedule.

The exceptions to this policy are as follows:

1. The FAFSA form has been completed, and the results are on file in the Financial Aid Office.
2. A \$300 down payment or 15% of tuition and fees has been paid to the Business Office.
3. Third party billing authorization has been submitted to the Business Office.

At least one of the three exceptions needs to be received by one business day before the start of the term.

Seeking a college education may be a financial challenge to a learner and a learner's family. Financial assistance may be available based on financial eligibility. Learners interested in applying for financial assistance must complete the Free Application for Federal Student Aid (FAFSA). The U.S. Department of Education determines the financial need from your information on the FAFSA.

Financial Aid Application Checklist

Summer students: Please complete 2010-2011 Application process (2010-2011 FAFSA using 2009 tax info, 2010-2011 application forms, etc.). Contact the financial aid office with questions.

- Apply for admission to Northwest Technical College online at www.ntcmn.edu.
- Complete and submit the Northwest Technical College 2011-2012 Financial Aid Institutional Application. A print only form can be found at www.ntcmn.edu. Click on Current Learner, Financial Aid, then scroll down to forms.
- Complete 2010 Federal Tax Forms if required to file.
- Obtain your and/or your parent's Personal Identification Number (PIN) at: www.pin.ed.gov.
- Complete the 2011-2012 FAFSA or Renewal FAFSA on the Web at www.fafsa.ed.gov.
- Northwest Technical College's federal school code for the FAFSA application is **005759**.
- Submit copies of all college transcripts to the Admissions Office.
- Continue to check your application status with our financial aid office or online (Under MyNTC, E-Services, Financial Aid). You are not complete until you receive an award letter (E-mailed to your MyNTC, E-Services account).

**For program-specific course listings and more information, visit www.NTCmn.edu.
218.333.6600 TOLL-FREE: 1.800.942.8324
www.NTCmn.edu Financial Aid Office: 218.333.6649**



A member of the Minnesota State Colleges and Universities System, NTC is an affirmative action, equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling: Sarah Plahn, M.S., Learning Services Director, Room 211, (218)333-6650 / 1-800-942-8324 / TTY (218)333-6691

FAFSA Priority Deadlines:

Fall Semester 2011 - June 1, 2011

Spring Semester 2012 - November 1, 2011

Summer Semester 2012 - March 1, 2012

Important Notice: If you are applying for Financial Aid after any of the above semester deadlines, you will be considered a **late applicant**. This means that any financial aid for which you are eligible may not arrive in time to pay for your semester expenses. If this happens, you may need to pay for all or a portion of your semester expenses (laptop, tools, tuition, fees, books, etc.) until your financial aid arrives.

Financial Aid Requirements

- You must declare a program major
- You may receive Financial Aid for only the required courses in your program and required college readiness courses.
- You must have completed the admissions process
- You must be enrolled in a minimum of 6 credits per semester to be eligible for work-study, child care funds, and loans.
- You may not receive more Financial Aid (including loans) than the established institutional budget (See a Financial Aid professional for assistance).
- First time borrowers must complete an electronic Master Promissory Note and Entrance Loan Counseling at www.studentloans.gov.
- A completed FAFSA must be received by the Federal Aid Processing Center within the first 30 days of the semester to be eligible for a Minnesota State Grant.
- Disbursement of any financial aid that is left over after tuition, fees and any books that were charged will be available to you approximately 2-3 weeks after the start of each semester. Financial Aid can be directly deposited or a check could be mailed to your permanent address.
- Your Financial Aid payments will be impacted if you stop attending or withdraw from your courses. If you fail to attend courses beyond the 60% point of the semester, you will be required to repay a substantial portion of the funds you've received.
- In order to receive Financial Aid, you must maintain satisfactory academic progress. (To see the Satisfactory Academic Progress Policy for Financial Aid on NTC's website. (Go to www.ntcmn.edu, MyNTC, and policies.)
- In order to charge books against your Financial Aid, you must have completed the financial aid application process and have enough funding to cover your bill.
- Your financial aid will be applied automatically to your bill at NTC and BSU. **Bills from all other institutions will not be automatically paid.**

Check Your Status Online

Once you are admitted to NTC, you can go to www.ntcmn.edu, click on MyNTC, E-Services, and log-in. You can view your financial aid status, your award letter, your bill, and other useful information. **BE PREPARED!** Unless you have approved aid that exceeds the cost of tuition, fees, and books, you may be required to pay for books, tools, or other school related items out-of-pocket.

NTC Financial Aid Office Contact Information:

Northwest Technical College – Financial Aid Office

905 Grant Ave SE

Bemidji, MN 56601

(218)-333-6649

Mary.Pietruszewski@ntcmn.edu