BENTLEY UNIVERSITY

BENTLEY FINANCIAL AID

For Continuing Students | 2019–2020

This sheet provides general financial aid information you will need as a continuing student at Bentley. Visit our website at *bentley.edu/offices/financial-assistance* for a more comprehensive guide to Bentley University financial aid, including detailed information on the sources of financial aid available, and the policies used to determine your eligibility for aid. Our website also provides financing information and contact information for each financial aid counselor.

COSTS

The 2019–2020 cost of attendance for both resident and commuter students is listed in the table below. The cost of attendance upon which financial aid eligibility is based includes a moderate allowance for room and board costs, a reasonable amount for personal expenses, and an estimate for books and other course-related supplies. Your actual cost of attendance may vary from the estimated costs provided, based on your living situation and other factors.

2018–2019 COST OF ATTENDANCE

	Resident Student	Commuter Student
Tuition	$50,060	$50,060
Room Allowance	$10,290	$ 0
Meal Allowance	$ 6,670	$ 2,560
Books and Supplies	$ 1,300	$ 1,300
Personal Expenses and Transportation	$ 1,230	$ 3,350
Technology Fee	$ 1,360	$ 1,360
Student Activity Fee	$ 410	$ 410
Total	**$71,320**	**$59,040**

Any changes in enrollment or housing status will have an impact on your cost and financial aid eligibility. The cost for a resident student is expected to be approximately the same as for a student living in an off-campus apartment. Students commuting from their family's home or living with a relative are expected to have lower costs than residents. Contact your counselor with questions if you intend to live off-campus.

Since you must apply for aid each year, your financial need can change if there are changes to your estimated costs or family's resources. A change in your family size, income, or number of siblings enrolled in an undergraduate program all can affect your eligibility. Applying late for aid also can affect your award, as late applicants are awarded on a funds-available basis.

Because your award is based on numerous factors such as housing status, total number of family members, and number of siblings in college, additional confirmation may be required during the academic year. If you are not living on campus and have an off-campus student budget, we will ask you to verify that you are not commuting from the home of a relative. If you have a sibling also enrolled in undergraduate college, we will ask for verification of your sibling's enrollment. We will also check your enrollment status throughout the year.

Please note that Bentley grants and scholarships are only available for eight terms of undergraduate study at full-time enrollment. Federal and state aid may be available for a fifth undergraduate year.

FEDERAL LOANS

Your award may include Federal Direct Loans. Federal Direct Loan interest rates are determined annually by Congress; please visit our website for information regarding the most current rates. Students who have not previously borrowed from this loan program while at Bentley may need to complete loan requirements to formally accept these awards. Our office will email all the first-time borrowers with instructions on how to complete their loan requirements later in the summer.

OUTSIDE SCHOLARSHIPS AND BENEFITS

The federal government requires that you inform us directly of any grants, scholarships or other education benefits you will receive for the 2019-2020 academic year from sources outside of Bentley, including vocational rehabilitation programs, tuition reimbursement benefits, etc. If such resources require us to adjust your aid package, in most cases we will first apply resources to any unmet need, then replace Work Study and Direct Loans (in this order) before reducing Bentley Grants.

Please notify us as soon as possible if you will receive scholarships or other assistance from outside the university. If we are notified of outside scholarships or benefits after the start of the academic year, you may be more likely to have your Bentley Grant adjusted. If your parent is a Bentley employee and receives tuition benefits for your education, you should report this to the Office of Financial Assistance.

FEDERAL AND STATE GRANTS AND SCHOLARSHIPS

If you receive a MassGrant or any other need-based state award, Bentley grant funding will be reduced by the exact amount of the state scholarship awarded to you. Although the Massachusetts Office of Student Financial Assistance will notify Massachusetts residents who appear to be eligible for a MassGrant, Bentley University is responsible for final determination and verification of eligibility.

It is possible that the amount of money granted to you by the federal government may change during the award year. If your federal grant award increases, your Bentley grant funding may be reduced by the amount of the increase.

ENDOWED SCHOLARSHIPS

If you have financial need, you may be awarded an endowed scholarship to meet part of your need. These awards are part of the pool of Bentley need-based funds and are made possible by the generosity of individuals and corporations who believe in providing opportunities for students at Bentley. Our ability to assist all students increases substantially due to this generous support. Endowed scholarships can be awarded at any time during the academic year. Therefore, your initial award may be adjusted at a later date to incorporate an endowed award as part of your grant eligibility. If your package contains an endowed award, you will be required to write a letter of appreciation in order for the funds to be disbursed. We will send you the details regarding this requirement at a later date.

REQUESTS FOR ADDITIONAL FINANCIAL AID

You may request a second review of your financial aid award due to a significant and unforeseen change in circumstances. Appeals that are typically accepted include: a significant reduction (20 percent or more) in income; a loss or reduction of untaxed income or benefits such as Social Security; unusually high unreimbursed medical expenses (in excess of 7.5 percent of parents' adjusted gross income); adjustments for parents' separation or divorce after application materials were completed; or adjustments due to the death of a parent. Appeals that are routinely denied include expenses like home improvements, credit card debts, weddings, the purchase of a car, costs for private elementary and secondary schools, and anticipated loss of overtime pay.

A letter describing your situation is required. However, we encourage you to call and discuss what information and documentation will be required for our office to fully evaluate your appeal. Please be aware that all elements of your application will be reviewed again if you appeal. It is possible that your eligibility might decrease as a result of your appeal.

SATISFACTORY ACADEMIC PROGRESS

In order to remain eligible for assistance, financial aid applicants must meet standards of satisfactory academic progress established in accordance with federal regulations. The academic progress of aid applicants and recipients must be evaluated by the Office of Financial Assistance annually. This evaluation generally will occur in May after spring semester grades are posted and is part of our determination of eligibility for the next academic year.

Students must have at least a 2.0 cumulative grade point average (GPA) in order to be awarded Bentley need-based grant funds or federal and state financial aid. In addition to a 2.0 minimum cumulative GPA, applicants must demonstrate progress by successfully completing (finishing with a passing grade) at least 67 percent of all attempted courses. An attempted course is one in which you are enrolled after the second week of classes. Failure, withdrawal after the second week, or an incomplete (I) in a class constitutes an attempted course that is not successfully completed. Course work transferred to Bentley from another institution will be counted in the measurement of course completion but not factor into your cumulative GPA at Bentley.

Students who fail to meet satisfactory academic progress standards in the fall but become eligible in the spring will be awarded federal and state aid and possibly Bentley-based funds, as long as those funds are still available in January.

Aid applicants may not attempt more than 150 percent of the number of credits required for their degree. For instance, if your degree requires 122 credit hours, you may not attempt more than 183 credit hours to achieve this degree. The complete Satisfactory Academic Progress Policy, including information regarding the appeal process, is available on our website.

YOUR STUDENT ACCOUNT

Financial assistance offered to you in your award letter is separated equally into fall and spring semesters unless otherwise noted. One half of each award will be credited to your student account each semester you are enrolled. Federal Work Study and Bentley Work Program awards are not credited to your account. You earn these funds in the form of a biweekly paycheck based on hours worked.

Students and Third Party Users can access semester billing statements in Workday on or around the first week of July for the fall semester and the first week of December for the spring semester. The statement can be viewed in PDF format via the Finances application in your Workday Account. You can also enroll in the payment plan in Workday. If someone other than you (e.g., a parent) is expected to make student account payments (including payment plan installments), you must establish access for the parent as a Third Party User in Workday. Third Party Users are able to log in to view bills and make online payments through an account that you create for them. Workday step-by-step guides are located at *bentley.edu/offices/workday-student*. Additional information regarding your student account can be found on the Student Financial Services website at *bentley.edu/offices/student-financial-services.*

Your billing statement will reflect anticipated aid for the semester if all required documents have been received by the Office of Financial Assistance and your award is not tentative. If a credit balance exists after all aid is applied, you may request a refund from the Office of Student Financial Services. Keep in mind that refunds may not be available for several months since some sources of aid come from outside of the university and are not always available at the start of each semester.

RETURN OF FUNDS POLICY

Federal regulations specify how colleges and universities must determine the amount of federal financial aid (including Federal PLUS loans) you have earned if you withdraw from the university before 60 percent of an enrollment period has elapsed. The amount of assistance that you have earned is determined based on the percentage of the semester completed. If you have received more assistance than you have earned, the excess funds must be returned. You will be responsible for any balance due to your account after this calculation. A copy of the complete policy with a sample calculation is published in the Bentley University *Undergraduate Catalogue*. You may also obtain a copy from the Office of Financial Assistance.

FOR MORE INFORMATION, CONTACT BENTLEY FINANCIAL ASSISTANCE

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NONDISCRIMINATION POLICY Bentley University does not discriminate in admission or access to, or treatment or employment in any of its educational programs or activities, including scholarships, loans, and athletics, on the basis of race, color, religion, sex, sexual orientation, gender identity and/or expression, marital status, age, national origin, citizenship status, disability, genetic information, military or veteran status. Bentley University maintains and supports affirmative action plans for its workplace in compliance with federal law. Equal opportunity extends to all aspects of the employment relationship, including hiring, promotions, training, working conditions, compensation and benefits. Bentley University's policies and practices reflect the university's commitment to nondiscrimination in all areas of employment. The university complies with Title VI of the Civil Rights Act, Title IX of the Education Amendments, Section 504 of the Rehabilitation Act and Revenue Procedure 75-50 prohibiting such discrimination. Anyone believing that he or she has experienced adverse treatment may register a complaint with the Office of the General Counsel at 781.891.2016.