



Universiteit Utrecht

Federal Student Aid
An OFFICE of the U.S. DEPARTMENT of EDUCATION

2019-2020 US Loans Student Guide

Utrecht University



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1. Introduction

Utrecht University (UU) is a recognized Title IV institution, which allows US student to access Direct and PLUS loans through the US Direct Loan Program. Utrecht University is dedicated to helping you and your parents navigate through the financial aid process. This guide is designed to provide you with important information regarding financial aid and eligibility.

This guide also gives you an outline of private loans, loan entrance/exit counseling and Satisfactory Academic Progress.

We hope this information is useful to you. If you have any questions, please remember that we are here to help. We look forward to assisting you in achieving your educational goals.

For more information, you can also visit the US Loans [webpage](http://www.uu.nl) (www.uu.nl) or the Official Federal Student Aid website (studentaid.ed.gov).

Contact information:

Utrecht University, Student services

Email : scholarship@uu.nl

Phone : +31 (0)30 253 7000

P.O. Box 80125

3508 TC Utrecht

The Netherlands

Office hours: Monday through Friday 9 a.m. – 4 p.m.



2. Code of Conduct

Utrecht University along with the Financial Aid Office and its employees are committed to the highest level of standards and ethical practices. It will continue to be our goal to provide the best service to both our students and parents. The full Code of Conduct can be found [here](#).



3. How we determine your Financial Aid and how to apply

In the following chapters you can read more about how we determine your financial aid and how you can apply for a loan.

3.1 Cost of Attendance

The maximum amount you may borrow is established by the university based on the Cost of Attendance (CoA). The CoA is the expected dollar amount you will need to attend the UU for an academic year. The CoA will vary per academic year and include living costs, rent, travel and tuition fees. The sum of your loans and other aid, such as scholarships and grants, cannot exceed the total CoA.

Undergraduates only:

The US Department of Education uses your family's taxed and untaxed income, assets and benefits and your family size and the number of family members who will attend college during the year, to determine the amount you are expected to pay towards your education. This amount is called your Expected Family Contribution (EFC), which you can find on your Student Aid Report (SAR) on the FAFSA website. After we confirm your EFC, we calculate your financial need:

Cost of Attendance – EFC = Financial Need

Note: If your EFC is greater than the Cost of Attendance, you will not be offered “need-based” financial aid. You or your parent(s) may still apply for non-need-based aid, such as the Federal Direct PLUS Loan and the unsubsidized Federal Direct Student Loan.

3.2 Free Application for Federal Student Aid (FAFSA)

If you wish to apply for federal financial aid you are required to complete and submit a Free Application for Federal Student Aid (FAFSA).

To complete the FAFSA online, you must have a FSA ID. To create your own personal FSA ID or in case you want more information about this topic, please check the [Federal Student Aid website](#)

Please follow the following steps in order to apply for federal financial aid. A brief instruction video can be found [here](#).

STEP 1: Completing the FAFSA

Complete the FAFSA online at www.fafsa.ed.gov and list the **school code(s)** for the institution(s) that you wish to have access to your information. The school code for Universiteit Utrecht is G022095.

Step 2: Apply for the loan online

- Go to www.studentloans.gov.
- Complete a Master Promissory Note for the loan(s) you are applying for.
- If you are applying for a PLUS loan, you must not only complete a separate Master Promissory Note, but you must also complete a credit check. We recommend you take a screen shot of the credit check approval and e-mail this to us.
- Complete the appropriate entrance counseling

Step 3: Inform the University

- E-mail the University once you have completed step 1 and 2. You can send an e-mail to: scholarship@qdesk.uu.nl.



Receiving your loans

- Once you have completed the required steps and once you have informed the University, the University will determine your loan eligibility and e-mail you about this.
- You confirm the amounts you wish to apply for.
- The University will wire your loan funds to a Dutch bank account in your name.
- Loans are disbursed in two disbursements per academic year, the first disbursement is in September, the second in February.

3.3 Loan Certification

Suggested Application Deadline: July 15, 2019.

There is no penalty for applying after July 15 but if you apply after this date we cannot guarantee you will get your loans in September.

3.4 Residence permit application

For your residence permit application you will need to show that you have enough financial means to fund your studies in the Netherlands. We will issue a financial statement email confirming the amount of Federal Loans you will apply for, and add it to your residence permit application. Any amount not covered by the US Federal Loans must be proven by you.

If you are not a legal resident of the Netherlands by the start of the semester, you will not be eligible to receive loans. Any loan applications will then be cancelled.

4. Federal Aid Programs

Student Loans are self-help awards that must be repaid. The UU participates in the following loan programs: Federal Direct Loans and Federal Direct PLUS Loans, as well as the Smart Option Student Loans by [Sallie Mae](#) (Private loans).

Federal Direct Student Loan

A Federal Direct Student Loan is a loan provided by the Department of Education. There are three types of Federal Direct Student Loans— Subsidized Loans, Unsubsidized Loans and Graduate or Parent PLUS loans. Please visit studentaid.ed.gov for the up to date interest rates and origination fees. Student loans are self-help awards that must be repaid.

4.1 Subsidized Federal Direct Student Loan

A subsidized Federal Direct Student Loan is a loan provided by the Department of Education to undergraduate students with financial need. UU will determine the amount you can borrow, and the amount may not exceed your financial need. You begin repaying the loan six months after you either graduate (referred to as a “grace period”) or cease to be enrolled at least half-time. The interest on a subsidized loan is paid by the federal government while you remain enrolled at least half-time. Interest subsidies during the six-month grace period have been eliminated, as of July 1, 2012. Interest will accrue during this period.

4.2 Unsubsidized Federal Direct Student Loan

An unsubsidized Federal Direct Student Loan is available to all undergraduate and graduate students. This loan is not based on financial need. Unlike the subsidized loan, you have the choice to pay the interest that accumulates on the unsubsidized loan every three months while you are in school or have the interest capitalized (instead of paying the interest every three months, it is added back to the principal at the time of repayment). If you choose to capitalize, this will increase the amount you have to repay. We suggest you pay the interest as it accumulates, as you'll repay less in the long run.



4.3 Federal Direct Parent and Graduate PLUS Loan

A Federal Direct PLUS Loan is a non-need-based loan given by the Department of Education and is credit-based. Full repayment of principal and interest begins 60 days after the last disbursement for the loan period. Approval for this loan is determined by the Department of Education and if approved, the UU will certify the amount you or your Parent are eligible to borrow. Graduate PLUS Loans are only available to graduate students and the Parent PLUS is only available to dependent undergraduate students whose parents would take out a loan on their name. With the PLUS loan a student (or parent) can borrow an amount up to the standard (under)graduate Cost of Attendance minus other determined aid (Direct Loan, scholarships etc) within that academic year.

5. Loan Limits

You may borrow up to the following annual loan limits (subsidized and unsubsidized Federal Direct Student Loan combined) based upon your year of study:

Year	Dependent Students (except students whose parents are unable to obtain PLUS Loans)	Independent Students (and dependent undergraduate students whose parents are unable to obtain PLUS Loans)
First-Year Undergraduate Annual Loan Limit	\$5,500—No more than \$3,500 of this amount may be in subsidized loans.	\$9,500—No more than \$3,500 of this amount may be in subsidized loans.
Second-Year Undergraduate Annual Loan Limit	\$6,500—No more than \$4,500 of this amount may be in subsidized loans.	\$10,500—No more than \$4,500 of this amount may be in subsidized loans.
Third-Year and Beyond Undergraduate Annual Loan Limit	\$7,500—No more than \$5,500 of this amount may be in subsidized loans.	\$12,500—No more than \$5,500 of this amount may be in subsidized loans.
Graduate or Professional Students Annual Loan Limit	Not Applicable (all graduate and professional students are considered independent)	\$20,500 (unsubsidized only)
Subsidized and Unsubsidized Aggregate Loan Limit	\$31,000—No more than \$23,000 of this amount may be in subsidized loans.	\$57,500 for undergraduates—No more than \$23,000 of this amount may be in subsidized loans. \$138,500 for graduate or professional students—No more than \$65,500 of this amount may be in subsidized loans. The graduate aggregate limit includes all federal loans received for undergraduate study.

Notes:

- The aggregate loan limits include any Subsidized Federal Loans or Unsubsidized Federal Loans you may have previously received under the Federal Family Education Loan (FFEL)



Program. As a result of legislation that took effect July 1, 2010, no further loans are being made under the FFEL Program.

- Effective for periods of enrollment beginning on or after July 1, 2012, graduate and professional students are no longer eligible to receive Direct Subsidized Loans. The \$65,500 subsidized aggregate loan limit for graduate or professional students includes subsidized loans that a graduate or professional student may have received for periods of enrollment that began before July 1, 2012, or for prior undergraduate study.

If the total loan amount you receive over the course of your education reaches the aggregate loan limit, you are not eligible to receive additional loans. However, if you repay some of your loans to bring your outstanding loan debt below the aggregate loan limit, you could then borrow again, up to the amount of your remaining eligibility under the aggregate loan limit.

6. Federal Direct Entrance and Exit Counseling

Every academic year you must complete an Entrance Counseling session. The UU will not process your Federal Direct Student Loan until you complete the entrance counseling. Please complete the Federal Direct Entrance Loan Counseling session at www.studentloans.gov.

During the entrance counseling session, you will be informed of your rights and responsibilities as a borrower. After you have borrowed a Federal Loan through the UU and will be graduating, withdrawing, or taking a semester off from the University, you are obliged to complete a Direct Loan Exit Counseling session. The exit session is designed to make you aware of your repayment responsibilities, familiarize you with your lender(s), give you examples of repayment schedules, and to answer any questions you may have regarding your loan(s).

Please complete the Federal Direct Exit Loan Counseling session at www.studentloans.gov. For more information, please click [here](#).

7. Disbursements & Deduction of Tuition Fees

There are two disbursements, one for every semester. We are obliged by US Federal law to disburse the loan after the start of the semester, so make sure that you have some other financial source to finance your stay in the first weeks of your stay in the Netherlands.

The first disbursement is scheduled mid-September 2019, the second disbursement is scheduled for the end of February 2020. In case you start in February there will be two disbursements in one semester.

Please be noted that the UU will deduct the tuition fee from your loan in two installments (1st semester 50% and 2nd semester 50%), provided you take out an amount at least equaling the tuition fees. The remainder of your loan will then be deposited into your account.

Your Federal Direct Student Loan funds will be transferred to your Dutch bank account. You will be given the advice to open a Dutch account on time.

8. Satisfactory Academic Progress

Students who receive Federal Title IV Financial Assistance are required to maintain Satisfactory Academic Progress (SAP) towards their degree for each year in which they are enrolled and are also required to be in good standing (i.e. pay tuition on time and meet other University requirements). Satisfactory academic progress will be checked before any loan disbursement. In case the student does not make SAP, he or she may lose their entitlement to US Federal Aid. The SAP policy can be found [here](#).



9. In-School Deferment Request

You may be able to defer repayments on previous Federal loans and Private loans while you are enrolled at least half time Utrecht University. Please contact your lender for the In-School Deferment Request form and send it back to us (contact details are provided on the first page of this document).

Most of the time a form is not needed because Utrecht University provides information on a monthly basis to the National Students Loan Data System (NSLDS) concerning your enrolment.

10. Repayment

The Direct Loan Programme offers repayment plans designed to meet the needs of borrowers. The repayment of your Direct Loans normally start six months after completion of your course or withdrawing from your study program. More information about repayment options can be found [here](#).

11. Refund policy

If you receive Federal financial aid and decide to withdraw from your course, interrupt your studies or study less than half time please inform the Scholarship office as soon as possible. The University is required by Federal Law to recalculate your Financial Aid eligibility based on the period of attendance. As a result you may be required to pay back money to the UU and US Federal Government from the Federal Direct subsidized and unsubsidized or Direct PLUS loans you have received according to the terms of the Master Promissory Note.

The full Return of Title IV Funds Policy will be send to you once you informed us about your (potential) withdrawal or interruption.

12. Drugs & Alcohol

The US Department of Education provides information on the penalties associated with drug-related offences under the US Higher Education Act. Students who lose eligibility for US loans as a result of these penalties, will receive a written notice from Utrecht University which notifies the loss of eligibility and advise to regain eligibility.

Drugs policy in the Netherlands

In the Netherlands, the Opium Act sets out the rules pertaining to drugs. Read all information about the Dutch drug policy, drug prevention, drug law [here](#).

Alcohol policy in the Netherlands

The Dutch government tries to prevent alcohol abuse and alcoholism through laws and public and awareness. There are several laws governing alcohol. Find more information [here](#).

Counseling and information Services in the Netherlands / Amsterdam / Utrecht

- [Jellinek](#): Expert on alcohol, drug and game addiction. Telephone: +31885051220
- Alcoholics Anonymous: Offers help to recover from Alcoholism: Telephone: +31206256057
- Narcotics Anonymous: Offers help to recover from Drug addiction. Telephone: +31622341050
- National emergency number: 112
- Huisartsenpost Utrecht (General Practitioner Utrecht): +31881309670 (24/7)
- Dutch Association of mental health and addiction care (GGZ) Utrecht: +31302369320

13. IRS Tax Information

(<http://www.irs.gov/individuals/students/index.html>)

- Report of Foreign Bank and Financial Accounts (FBAR)



If you will open a Dutch account, you will have to obey the following law: If you have a financial interest in or signature authority over a foreign financial account, including a bank account, brokerage account, mutual fund, trust, or other type of foreign financial account, the Bank Secrecy Act may require you to report the account yearly to the Internal Revenue Service by filing Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts (FBAR). You can find more information at: <https://www.irs.gov/businesses/small-businesses-self-employed/report-of-foreign-bank-and-financial-accounts-fbar>

- Form 1098-T, Tuition Statement

The University can provide the student with a document that substitutes the Tax Form 1098-T, Tuition Statement. The form can be requested from the Financial Aid Office.

14. Change of email and permanent address

In case your email address or permanent address changes for whatever reason, please inform us as soon as possible in order for you to stay updated and not missing any important information/deadlines.

Email: scholarship@uu.nl