



# Monterey Institute of International Studies

*A Graduate School of Middlebury College*

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## **NEW STUDENT FINANCIAL AID ORIENTATION – Spring 2012**

If you have any questions after reading this document, please contact the Office of Student Financial Planning via email at [finaid@miis.edu](mailto:finaid@miis.edu) or by phone at 831-647-4119.

**New US or Permanent Resident students receiving federal financial aid in the Spring 2012 semester ARE REQUIRED to complete the following:**

1. Go to [www.studentloans.gov](http://www.studentloans.gov) to complete the
  - a. Entrance Counseling Session
  - b. Promissory note for the Stafford Loans
  - c. Promissory note for the Graduate Plus Loans (if applicable)
2. Sign the Certification Page which was emailed to you or you can pick up a copy in the Financial Aid Office.

### **Registering for classes is interrelated to financial aid and tuition billing**

The number of credits you register for will affect how much tuition you are billed. This number must match to the number of that we based your financial aid on (based on the application you submitted to financial aid). To be full time, students must register for at least six credits. Being waitlisted on a class could impact the release of your financial aid funds. If you take more than sixteen credits during a semester, you may be subject to overload charges.

### **Disbursements to your Student Account**

If you have a Monterey Institute merit scholarship, the scholarship will be applied to your student account after you register for courses.

Your student loans will be credited to your student account IF you have completed the entrance counseling online, signed the promissory note(s), submit the student financial certification form, and the number of credits that you are registered for matches the number of credits you were packaged for.

If the total amount of aid you are to receive (not including federal work study employment) exceeds your charges for tuition and fees, a refund check will be produced by the Business Office for your living expenses. The Financial Aid Office does NOT distribute any money directly to students. The Cashier will email you when you have a refund check available for pickup.  
*NOTE: You cannot receive any financial aid PRIOR to the first day of classes.*

### **Paying Tuition**

If you are not receiving financial aid, or if the amount you will be receiving does NOT cover your tuition balance, you must pay the difference by 4:00 pm on the first day of classes. You may also pay online through QuickPay in Banner Web at <https://jade.middlebury.edu/PNTR/twbkwbis.P> [WWWLogin](#).

## **Working on or off Campus with Federal Work Study**

**NOTE:** There will be a mandatory meeting on Wednesday, January 25th from 1-2pm in the Irvine Auditorium to explain the student employment programs. You are required to attend this session if you are interested in working on campus or off campus through the Federal Work Study Program, as we will talk about how to find a job, what federal regulations govern this program, and how to complete the paperwork necessary for being hired into a federal work study position.