



INTER AMERICAN UNIVERSITY OF PUERTO RICO  
MANAGEMENT COMPLIANCE AND  
INSTITUTIONAL FINANCIAL AID OFFICE

# Student Consumer Guide 2025-2026



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## INTRODUCTION

The Higher Education Opportunity Act of 2008 requires educational institutions to disclose information about financial aid and the institution to prospective and enrolled students, and the public. The purpose of this Guide is to provide information about financial aid, the application process and eligibility criteria, among other topics.

Visit the campuses and professional schools' websites at [www.inter.edu](http://www.inter.edu), where you can access the Documents section to read our catalogs and normative documents related to the academic progress policy, total withdrawal, cost information, academic programs, accreditations, the credit validation policy, the admissions process and general information about the campuses, and other relevant links.

In compliance with the Higher Education Act (HEA) of 1965, as amended, the Inter American University of Puerto Rico (UIPR) added a net price calculator to its website on October 29, 2011, that provides an estimate net cost of attendance (COA) for prospective and enrolled students and their families, based on the student's financial conditions. This calculator allows students to obtain the estimated price of attending an institution (COA minus estimated financial assistance) based on what similar students paid during the previous year. The net price calculator is required for all Title IV participating institutions where undergraduate students enroll full-time to acquire a title or certificate for the first time. You can access the Net Price Calculator on your campus' website.

In addition, the UIPR has a College Financing Plan available to students, which is a tool that Title IV participating institutions use to inform students about their financial aid package. It is a standardized form designed to simplify the costs and financial aid information students receive to easily compare institutions and make an informed decision about which school to attend. The College Financing Plan is a student self-service available on the InterWeb tab at [www.inter.edu](http://www.inter.edu).

It is the policy of the University to guarantee equal opportunities in all its educational programs, services and benefits. No student shall be discriminated against on the basis of race, color, religion, national origin, disability, age, marital status, political affiliation, or any other classification protected by the provisions of Title IX of the Education Act Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and any other applicable state or federal law or regulation.

## **FINANCIAL AID ELIGIBILITY**

- What is Financial Assistance?
- Who is eligible? Other Basic Eligibility Requirements
- Who is not eligible for financial aid?

# Financial Aid Eligibility

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## What Is Financial Aid?

Financial aid is the grants, loans and part-time employment programs that are available at the institution to help eligible students completely or partially cover their cost of attendance. Various sources fund these programs, including federal, state and private institutions and agencies that offer students the best aid combination possible according to their financial need and the funds available.

## Who Is Eligible?

1. Students are eligible if they are enrolled in an eligible degree or certificate program, and meet the following criteria:
2. be a citizen of the United States, a naturalized citizen, a permanent resident or an eligible noncitizen.
3. have a valid social security number (with the exception of students from the Republic of the Marshall Islands, the Federated States of Micronesia or the Republic of Palau).
4. maintain satisfactory academic progress, as established by the institution.
5. present a financial need to participate in federal, state or institutional financial aid programs, according to the criteria discussed below. Some federal loan programs do not require the recipient to demonstrate financial need.
6. not have any outstanding payments to federal loans or overpayments from previous grants or awards received while they studied in any postsecondary institution.
7. not have exceeded the lifetime eligibility limit of 600% or 6 scheduled awards (6 years with a full-time academic workload) to qualify for the Pell Grant.
8. not have an unusual enrollment history (UEH).

## **Other basic requirements for eligibility:**

### **Academic requirements:**

Demonstrate the capacity to study at the post-secondary level by one of the following criteria:

1. Have a high school diploma (or a certification from a foreign school that is equal to a high school diploma in the United States or Puerto Rico); or
2. Possess a high school diploma equivalent or General Educational Development (GED) Certificate;
3. Have completed high school at home (homeschooling) as defined by the State.
4. Be admitted to and enrolled (or accepted for enrollment) in a postsecondary institution as a regular, degree- or certificate-seeking student in an eligible program.

### **Legal requirements and other conditions:**

The student must certify that they will use the financial aid only for educational purposes and that they do not have any current defaulting payments in any federal academic loan, nor be indebted to federal grant programs, which can happen if the student partially or completely withdraws from their courses. When applying for financial aid or signing a promissory note, the applicant must certify that the information provided is accurate.

Only emancipations emitted by courts are valid to the U.S. Department of Education. If the student is a minor emancipated by an affidavit of emancipation and does not have a legal dependent other than their spouse, they must provide the income information of their biological or legal parents.

Visit the corresponding campus' Financial Aid Office for more information.

### **Who Is Ineligible to Receive Financial Aid?**

Students are ineligible if they are enrolled in professional development courses and have not chosen a degree or certificate academic program at the Inter American University of Puerto Rico. An exception is given to students enrolled in courses required to obtain a teacher certification issued by the Puerto Rico Department of Education.

Auditing students (students who wish to obtain knowledge but are not in pursuit of a degree; they are not graded and do not accrue credits).

## PROCEDURE FOR APPLYING FOR FINANCIAL AID

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- Common terms used in the financial aid application process
- Get an FSA ID
- Complete the Free Application for Federal Student Aid (FAFSA®)
- Documents Needed to File the Application for Free Federal Aid (FAFSA®)
- FAFSA® Processing
- File all your documents on time
- Stay in contact

## **Procedure for applying for financial aid**

### **Common Terms Used in the Financial Aid Application Process**

The financial aid application process is simple, but it is recommended that students are familiar with the terminology relevant to the applications and how to obtain them, the appropriate time to submit the applications and how the institution will notify the student of the results once the application and the supporting documents have been submitted.

**Federal Pell Grant** - The Federal Pell Grant forms the foundation of federal student aid programs. The Federal Pell Grant is generally awarded only to undergraduate-level students (i.e., college and associates) who have not yet earned a four-year bachelor's degree and are making satisfactory academic progress. In some limited cases, the student may receive the Scholarship if he or she enrolls in a teacher certification program after earning a college degree, if this program is authorized at the University. The maximum amount may change from year to year. The duration of Federal Pell Grant eligibility is limited to 600% or 12 full-time semesters or its equivalent. The percentage of utilization of the Federal Pell Grant is known as the "Pell Lifetime Eligibility Used (LEU)." You can access Federal Student Aid to find out your utilization rate. The amount allocated may also be limited by the total cost of education for the academic year that the student has.

**Scholarships and/or Grants** - financial assistance offered to cover a student's cost of attendance. They are awarded using private and public federal, state and institutional funds based on the student's merits and financial need. Scholarships that are not awarded on the basis of financial need are considered as resources when calculating a student's need for federal and state assistance. The recipient does not need to repay these funds.

**Consent and Approval:** Providing consent and approval is required to apply for federal student aid. The student and/or parent are required to provide consent for the FAFSA process to® verify any tax information that exists in IRS records. Refusing to provide consent will result in you being ineligible for federal student aid. Upon consent, the federal tax information the student and/or parent has at the IRS is transferred directly to the FAFSA® form to help complete the Student Finances section. The student selects "Approve" to consent and moves on to the next step.

**Contributor** - refers to anyone who is required to provide information, consent, and approval, and a signature on the FAFSA form.

**Cost of Attendance (COA)** - The estimated budget for educational expenses during an academic year, including tuition and fees, transportation, housing, food and other costs.

**Work-Study Program** - financial aid given as compensation for hours worked in the institution. The total compensation paid to the recipient must be filed at the end of the calendar year with the Puerto Rico Department of Treasury using a Form W-2.

**FAFSA®** - the Free Application for Federal Student Aid is a U.S. Department of Education form used to determine a student's expected family contribution and determine eligibility for financial aid programs.

**Financial Student Aid Identification (FSA ID)** - The username and password the student will use to log in to the U.S. Department of Education systems.

**Student Aid Report (SAR)** - The FAFSA® response sent to the student by the USDE.

**Enrollment Intensity:** Enrollment intensity is the percentage of full-time enrollment at which a student is enrolled, rounded to the nearest whole percent. Example: student is enrolled in using the 12-credit academic load as a baseline. Example: 6 credits enrolled represent 50% of the enrollment intensity ( $6 \div 12 \times 100 = 50$ ).

**Financial Need** - Difference between the estimated cost of attendance and the total amount a student and their family can contribute.

**Loan** - financial aid offered to cover the cost of attendance which must be repaid in full along with any accrued interest.

**SAI: Student Aid Index:** The Student Aid Index (SAI) is a number assigned by the Federal Department of Education, which a college's financial aid office uses to determine how much federal aid the student would receive if they attended the institution. This number is derived from the information the student provides on their FAFSA® form.

**Verification** – Process required by the U.S. Department of Education for students selected and identified by an asterisk (\*) on the Student Aid Report. Students must provide a series of documents for the institution to verify the information that was included in the Free Application for Federal Student Aid.

## Create an FSA ID

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The Department of Education requires students and parents to use the FSA ID, composed of a username and password, to access certain U.S. Department of Education Web sites..Visit <https://studentaid.gov/fsa-id/sign-in> to create an FSA ID.

### What is an FSA ID?

The Federal Student Aid Identification (FSA ID) is a credential that you create using a username and password combination to log into the U.S. Department of Education (ED) online systems.

The FSA ID is your law signature and should not be created or used by anyone other than you; including your parents, children, school officials, or loan company representatives. You will use your FSA ID every year you complete a Free Application for Federal Student Aid (FAFSA®) and for the life of your federal student loans.

### Who has to create an FSA ID?

Everyone who contributes information to the FAFSA® needs an FSA ID, including parents who do not have a Social Security number:

- **Students** – The student is the applicant for FAFSA® (Free Application for Federal Student Aid) and will need their own FSA ID.
- **Parent or legal guardian** – these are the taxpayers on the FAFSA®. In most cases, the student will need to disclose personal information about his or her parents. Therefore, a parent or legal guardian will need to create their own FSA ID
- **If you are an independent student**, you will not need your parent or legal guardian to create an FSA ID. If the student is married, their spouse will need to create their own FASA ID

Depending on how you file income tax returns, you are required to create your FSA ID:

- **JOINT FILERS**
  - **Dependent student:** The student and one of his parents. This applies to marital status: married, remarried, and unmarried but both biological parents live together.
  - **Independent student:** The student and his or her spouse (if married).
- **INDIVIDUALS FILING SEPARATELY**
  - **Dependent student:** The student and each of the parents. This applies to parents with marital status: married, remarried, and unmarried but both biological parents live together.
  - **Independent student:** Student and spouse (if married).
- **INDIVIDUALS FILING AS AN INDIVIDUAL TAXPAYER**
  - **Dependent student:** The student and one of his parents. This applies to parents with marital status: separated, divorced, cases with capitulations and widowers.
  - **Independent student:** The student

## What information do I need to create an FSA ID?

### You will need:

- Email address
- Mobile Phone Number
- Create a username and password.

The password cannot have data on your information such as name, social security or date of birth. It must have between eight and thirty characters such as uppercase letters, lowercase letters and numbers.

- Personal Information

First Name, Initial and Last Name

Date of birth

Social Security Number

Mailing Address

- Establish five security questions and their answers.

### IMPORTANT:

- When creating your FSA ID, be careful to enter your name and Social Security number (SSN) must be as they appear on your Social Security card.
- Correctly select the states and zip code in the permanent address on the FSA ID
- For students living in Puerto Rico, the correct selection is as follows:
  - Country: United States
  - City: the town where you live
  - State: Puerto Rico
  - Zip Code: The zip code that corresponds to your town (City)
- Each Social Security number, email address, and mobile phone number can be associated with only one FSA ID. If you share an email address with someone else, only one of you can use that email address to create an FSA ID.

### Where do I get an FSA ID?

To create an FSA ID Visit: <https://studentaid.gov/fsa-id/sign-in>

## Required Documents to Submit with the FAFSA®

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The FAFSA® items ask for your personal information (name, date of birth, address, etc.) and about your financial situation.

Each person who provides information on the student's FAFSA® becomes a contributor to the application. A taxpayer can be a parent, stepparent, or spouse of the student. As a taxpayer, you may be required to provide required information to help the student complete their FAFSA®.

The student will complete the entire student section of the FAFSA® application and will need the cooperation of their parent, stepparent, or spouse (as applicable) to complete their section on the student's FAFSA®.

The student will complete the entire student section of the FAFSA® application and will need the cooperation of their parent, stepparent, or spouse (as applicable) to complete their section on the student's FAFSA®.

- The student's FSA ID (Financial Student Aid ID)
- High School Name and Address\*
  - \*Answering None of the above makes you ineligible for the Federal Pell Grant.
- Income Tax Return for the year 2024 with all the corresponding annexes and withholding vouchers
- W-2
- Record of alimony received Current cash balances, savings accounts, and checking accounts
- Net Worth of Investments, Business, and Farm

### Partner Information:

- **Valid email address of the collaborator (where you will receive the invitation to complete your part of the application).**

### CONSENT AND APPROVAL

All students and collaborators (if dependents) must approve and consent for the FAFSA process to® verify any tax information that exists in the Income Revenue Service (IRS) records. Refusing to provide consent will result in the student not being able to complete the FAFSA® and therefore not qualify for student financial aid.

Upon consent, the federal tax information held by the student and collaborators at the IRS is transferred directly to the FAFSA® form to help complete the Student and Collaborators Finance section. The student and collaborators select "Approve" to give their consent and continue to the next step

## Completing the Free Application for Financial Student Aid (FAFSA®)

**The Free Application for Federal Student Aid (FAFSA®)** is the form provided by the U.S. Department of Education for students to apply for the Federal Pell Grant, among other aid programs. The results also allow schools to evaluate students for other federal, state, and institutional aid programs. As part of the process to determine student eligibility, the U.S.

Department of Education compares the data submitted with the Department of Homeland Security to verify the aliens' registration number, the Social Security Administration to verify social security numbers, and citizenship status. Information is also checked against the U.S. Department of Education's database to determine if there are any defaults or if you have not received excess funds from federal grants and loans.

The federal Department of Education has available the Federal Student Aid Calculator, which is an instrument that allows students and their families to know their financial ability to cover educational costs and determine what types of aid the student can receive and the approximate amount of it. It can be accessed via <https://studentaid.gov/aid-estimator/>

The Inter American University of Puerto Rico uses the Free Application for Federal Student Aid (FAFSA®) as an instrument to determine eligibility for financial aid in addition to the Federal Pell Grant.

### Options to complete the Free Application for Federal Student Aid

You can choose to file the Free Application for Federal Student Aid (FAFSA®) form online or by mail.

We recommend applying online because the process is faster and easier. The Federal Department of Education will inform you as soon as your application has been processed.

- **To file the FAFSA® online**
  - Go to [fafsa.gov](https://fafsa.gov) to complete your FAFSA® form online. You must create an FSA ID (account username and password) if you don't already have one.
- **To file by mail**
  - Complete a PDF of the FAFSA®. You will need to print and mail the FAFSA® PDF for processing.

For more information on How to Complete the FAFSA® Form, go to: <https://studentaid.gov/es/apply-for-aid/fafsa/filling-out>

## FAFSA® Processing

The following is an overview of the financial aid application process:

**Filing FAFSAs®:** Students and their families should begin by completing the FAFSA® form. It is important to include the Inter American University code on the FAFSA®. This ensures that the Financial Aid office receives the application.

RECINTO	CÓDIGO
AGUADILLA	003939
ARECIBO	005026
BARRANQUITAS	005027
BAYAMÓN	005028
FAJARDO	010763
GUAYAMA	010764
METRO	003940
PONCE	005029
SAN GERMÁN	042542
DERECHO	G42509
OPTOMETRÍA	G42510

**What happens after you file the FAFSA:** If you submit your Free Application for Federal Student Aid (FAFSA)® form, you can expect the U.S. Department of Education (ED) to process your form based on the filing method:

1. Electronically filed forms are processed within one to three days.
2. Paper forms are processed within 7-10 days.

Once the ED processes your FAFSA® form, you will be able to log in to StudentAid.gov to review your FAFSA® Filing Summary to make sure all information is complete and accurate. If information is missing or incorrect, complete, or correct your FAFSA form as soon as possible.

### Housing Plan

New students will inform their housing plan through their application for admission. Active students will notify us via a question in the drive-thru.

If the student does not provide information about their accommodation plan in the current year, the existing data from the previous year will be used.

When there is no information about the hosting plan, the following criteria will apply:

1. For students who are dependent of their parents on the FAFSA, they will be considered to be living with their parents.
2. For students who are independent on the FAFSA, they will be considered to be living off-campus.

Important: If you are staying in a residence hall on campus or your housing plan is different from the one we have detailed to you on your FAFSA, you must report it to your campus' Financial Aid Office to update your financial aid evaluation.

**Financial Aid Office Review:** Once the FAFSA® is processed and the information is received, the college's financial aid office reviews it and requests any information that is required by the ED or information needed to resolve any information conflicts on the FAFSA®. This review helps determine a student's need for financial aid and eligibility for various types of aid, including scholarships, loans, and work-study programs.

**Financial Aid Offer:** After review, the University creates a financial aid package for the student. This package can include a combination of grants, scholarships, loans, and work-study opportunities. The amount and type of aid offered may vary depending on the student's financial need, academic merit, and available funds.

**Financial Aid Notification:** Students receive notification of their financial aid offer. This notification usually arrives via email or through a student portal. The offer of aid details all elements of financial aid that have been awarded to the student.

**Acceptance of Aid:** Students must accept (or decline) the financial aid offered. The scholarships are accepted. For loans, additional steps may be required, such as completing loan counseling or signing a master promissory note (MPN).

**Verification Process:** Some students may be selected for verification. This process requires providing additional financial documentation to verify the accuracy of the information on the FAFSA®. Prompt response to any verification request is crucial to avoid delays in receiving aid.

**Maintaining Eligibility:** To continue receiving financial aid, students must meet certain academic standards, known as Satisfactory Academic Progress (SAP). These standards typically include maintaining a minimum GPA and completing a certain percentage of courses attempted.

**Renewal:** Financial aid is not automatically renewed each year. Students must reapply for the FAFSA® each year to continue receiving financial aid.

**Special Circumstances:** If a student or their family experiences a significant change in financial circumstances, they can complete the application at the following link Request for Judgment  
Profesiohttps://www.inter.edu/revision-elegibilidad-ae the financial aid office will discuss possible adjustments to their financial aid offer.

**Deadlines:** It is important to be aware of the deadlines for the financial aid offer. Filing the FAFSA® before the deadline can increase your chances of receiving certain types of financial aid, as some funds are limited and are awarded on a first-come, first-served basis.

## **Submit All Your Documentation on Time**

Submitting the FAFSA® within the established time period may increase the possibility to benefit from financial aid programs available for eligible students. It will also make the tuition payment process easier.

If the U.S. Department of Education selects your application for verification, you will receive a letter or email from your campus' Financial Aid Office that lists the documents you must submit to support your FAFSA® information. If you do not complete the verification process, you will not receive the Federal Pell Grant or other federal or state financial assistance, including student loans.

As part of the verification process, you have to complete the Title IV Verification Form also available in the InterWeb tab on your campus' website.

Fill out, print and sign the document that corresponds to the verification tracking group you were assigned in the notification letter. Send the Verification Form, income evidence and all requested supporting documents to your campus' Financial Aid Office through <https://www.inter.edu/ayudas-economicas/enlace-para-enviar-documentos-de-asistencia-economica/> (only available in Spanish). You can also present it in person at the Financial Aid Office. If you are a dependent student, at least one of your parents must also sign the Verification Form.

## **Stay in contact**

Look out for any communication you receive from the Financial Aid Office or any other University office, especially when you receive a request to present additional information or documentation. You must present this additional information and/or documentation promptly to ensure that your financial aid application is processed on time.

Make sure to provide your email address, and your postal and home addresses and phone number(s). You will receive information through these means.

# **COST OF EDUCATION**

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Direct Costs

Technical Certificates Program

Undergraduate Program

Doctoral Program

School of Optometry

Faculty of Law

## Cost of Attendance

Federal regulation states specific guidelines for what should be included to in the cost of attendance. The UIPR uses these guidelines and prepares an annual model budget for each campus and type of student (dependent, independent, living or not with their parents, living on- or off-campus, undergraduate, graduate or professional student, and if they have extraordinary expenses).

When preparing the budget, the UIPR includes the following expenditures:

1. Estimated charges for one academic year of tuition and fees
  - a) Tuition: charges assessed for classes and/or coursework
  - b) Fees: charges assessed for other institutional services (i.e. technology access, recreational center use)
2. Housing: includes residence hall charges for on-campus students, or an estimate of rent and utilities for an off-campus student
3. Food: includes the cost of a meal plan and/or an estimate of the costs of food prepared at home
4. Estimated transportation and parking costs
5. Estimated cost of books and supplies
6. Purchase of a personal computer
7. Miscellaneous costs such as personal hygiene, laundry, and reasonable entertainment
8. Other costs specific to certain student circumstances related to attendance, such as dependent care during periods of class attendance or study, expenses related to disabilities, study abroad, educational loan fees and others
9. Student health insurance costs
10. Costs of obtaining a License, Certification, or First Professional Credential - The allocation of the costs of obtaining the license, certification, or credential of students enrolled in programs that require professional licensure, which the student pays during the academic year.

**Direct Costs:** Charges included in the cost of attendance that the student/family pays directly to the university.

Costs are revised annually the student's original budget may be revised at their request and after they submit supporting evidence. This evidence will be recorded in the student's file.

**Indirect costs:** **Indirect** costs are study-related expenses that are not paid directly to the university but are considered when completing the FAFSA. These costs may include:

1. Housing and food
2. Transportation
3. Books and materials
4. Personal expenses
5. Dependent care (if applicable)

Even if the university doesn't bill for these expenses, they're taken into account when calculating the Cost of Education and determining how much financial aid you can receive.

On our [www.inter.edu](http://www.inter.edu) financial aid website, you will find the Net Price Calculator, which will provide you with information on the costs of education for new students enrolled full-time.

The budgets described below are examples for the 2025-2026 academic year. You can visit your campus's Financial Aid Office for information on the costs of another academic year. The cost of a personal computer was included. This charge will not be repeated again unless the financial assistance officer of your facility has the necessary documentation to support including the charge again, so a determination will be made on a case-by-case basis

## Basis for the Student Budget

Post-Secondary Technical Program

Interamerican University of Puerto Rico  
Financial Aid Office

Estimated Cost of Attendance

Academic Year 2025-2026

Academic Load: Full Time

Level: Post-Secondary

Program: Post-Secondary Technical Program

ITEM	Description	Amount
Tuition	24 Credits at \$194 Per Credit	\$4,968.00
Fees	Health Insurance	Individual Contract
	Dispensary	\$15.00
	Access Information Center	\$40.00
	Student center	\$19.00
	Student Activity	\$14.00
	General	\$100.00
	Infrastructure	\$100.00
	Construction	\$63.00
	Goods and Services	\$55.00
	Total Fees	\$774.00
Books		\$816.00
Equipment	Assigned to the student only once during the time the student studies at UIPR to purchase a computer and programs.	\$1,100.00
Supplies		\$558.00
Transportation		\$2,700.00
Miscellaneous Personal Expense		\$4,557.00
Housing	Living on campus	\$7,650.00
	Living off campus	\$6,350.00
	Living with Parents	\$6,350.00
Food	Living on campus	\$5,884.00
	Living off campus	\$4,203.00
	Living with Parents	\$4,203.00
Total Budget	Living on campus	\$27,595.00
Total Budget	Living off campus	\$24,614.00
Total Budget	Living with Parents	\$24,614.00

## Undergraduate program

Interamerican University of Puerto Rico  
Financial Aid Office

Estimated Cost of Attendance  
Academic Year 2025-2026  
Academic Load: Full Time  
Level: Undergraduate

Program: Regular Semester

ITEM	Description	Amount
Tuition	24 Credits at \$202 per Credit	\$4,968.00
Fees	Health Insurance	Individual Contract
	Dispensary	\$15.00
	Access Information Center	\$40.00
	Student center	\$19.00
	Student Activity	\$14.00
	General	\$100.00
	Infrastructure	\$100.00
	Construction	\$63.00
	Goods and Services	\$55.00
	Total Fees	\$812.00
Books		\$816.00
Equipment	Assigned to the student only once during the time the student studies at UIPR to purchase a computer and programs.	\$1,100.00
Supplies		\$558.00
Transportation		\$2,700.00
Miscellaneous Personal Expense		\$4,557.00
Housing	Living on campus	\$7,650.00
	Living off campus	\$6,350.00
	Living with Parents	\$6,350.00
Food	Living on campus	\$5,884.00
	Living off campus	\$4,203.00
	Living with Parents	\$4,203.00
Total Budget	Living on campus	\$27,495.00
Total Budget	Living off campus	\$24,964.00
Total Budget	Living with Parents	\$24,964.00

## Graduate Program

Interamerican University of Puerto Rico  
Financial Aid Office

Estimated Cost of Attendance  
Academic Year 2025-2026  
Academic Load: Full Time

**Level: Graduate**

Program: Regular Semester

ITEM	Description	Amount
Tuition	12 Credits at \$227 Per Credit	\$2,724.00
Fees	Health Insurance	Individual Contract
	Dispensary	\$15.00
	Access Information Center	\$40.00
	Student center	\$19.00
	Student Activity	\$14.00
	General	\$100.00
	Infrastructure	\$100.00
	Construction	\$63.00
	Goods and Services	\$55.00
	<b>Total Fees</b>	<b>\$812.00</b>
Books		\$408.00
Equipment	Assigned to the student only once during the time the student studies at UIPR to purchase a computer and programs.	\$1,100.00
Supplies		\$306.00
Transportation		\$2,700.00
Miscellaneous Personal Expense		\$4,557.00
Housing	Living on campus	\$7,650.00
	Living off campus	\$6,350.00
	Living with Parents	\$6,350.00
Food	Living on campus	\$5,884.00
	Living off campus	\$4,203.00
	Living with Parents	\$4,203.00
Total Budget	Living on campus	\$25,041.00
Total Budget	Living off campus	\$22,060.00
Total Budget	Living with Parents	\$22,060.00

## Optometry School

Interamerican University of Puerto Rico  
Financial Aid Office

Estimated Cost of Attendance

Academic Year 2025-2026

Academic Load: Full Time

**Level: Graduate**

**Program: 1st\ Year Optometry**

ITEM	Description	Amount
Tuition	1 Credits at \$30,000 Per Credits	\$31,000.00
Fees	Health Insurance	Individual Contract
	Access Information Center	\$40.00
	Student Activity	\$62.00
	General	\$60.00
	Infrastructure	\$100.00
	Construction	\$63.00
	Goods and Services	\$55.00
	Laboratory \$38.00 per 10	\$380.00
	<b>Total Fees</b>	<b>\$1,220.00</b>
Books		\$638.00
Equipment		\$5,862.00
Supplies		\$810.00
Transportation		\$2,700.00
Miscellaneous Personal Expense		\$4,524.00
Housing	Living on campus	\$8,400.00
	Living off campus	\$6,350.00
	Living with Parents	\$6,350.00
Food	Living on campus	\$5,884.00
	Living off campus	\$4,203.00
	Living with Parents	\$4,203.00
Total Budget	Living on campus	\$31,071.00
Total Budget	Living off campus	\$57,340.00
Total Budget	Living with Parents	\$57,340.00

## Law School

Interamerican University of Puerto Rico  
Financial Aid Office

Estimated Cost of Attendance

Academic Year 2025-2026

Academic Load: Full Time

**Level: Graduate**

Program: Law Day

ITEM	Description	Amount
Tuition	14 Credits at \$485.00 per Credits	\$14,980.00
Fees	Health Insurance	Individual Contract
	Dispensary	\$15.00
	Access Information Center	\$40.00
	Student Activity	\$20.00
	General	\$60.00
	Infrastructure	\$100.00
	Construction	\$125.00
	Goods and Services	\$55.00
	<b>Total Fees</b>	<b>\$1,020.00</b>
Books		\$2,270.00
Equipment	Assigned to the student only once during the time the student studies at UIPR to purchase a computer and programs.	\$1,100.00
Supplies		\$684.00
Transportation		\$2,700.00
Miscellaneous Personal Expense		\$4,557.00
Housing	Living off campus	\$7,793.00
	Living with Parents	\$7,793.00
Food	Living off campus	\$6,382.00
	Living with Parents	\$4,559.00
Total Budget	Living off campus	\$40,386.00
Total Budget	Living with Parents	\$38,563.00

# **FINANCIAL ASSISTANCE PROGRAMS**

## **Certificate, Associate's and Baccalaureate Students**

### Federal Funds

Scholarships

Work Study

Loans

### State Funds

Scholarship for Academically Talented Students (BETA)

### Institutional Funds

Other aid programs

### Other Aid

## **Graduate and Professional Students**

### Federal Funds

Direct Unsubsidized Federal

Loan Federal Direct Plus Loan

### Institutional Funds

Student Development Scholarship

## **Aid for special terms**

## **Financial Aid Programs**

Various sources of financial assistance are available to help students pay for their post-secondary or professional studies. Financial assistance can be provided by federal, state and institutional sources, as well as private organizations.

### **Certificates, Associate Degrees and Baccalaureate**

#### **Federal Funds**

##### **Grants**

A grant is a type of financial aid that does not have to be repaid except in special circumstances, (i.e., the student withdraws from the university, in which case they owe a reimbursement; or a TEACH grant recipient does not complete their service agreement). There are many federal grants available, including the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant (FSEOG), the Teacher Education Assistance for College and Higher Education (TEACH) Grant and grants offered for military service in Iraq and Afghanistan.

##### **Federal Pell Grant**

The Federal Pell Grant forms the basis of federal student aid programs. The Federal Pell Grant is generally awarded exclusively to undergraduate-level students, including students enrolled in non-college postsecondary technical programs who have not yet earned a bachelor's degree.

The Federal Pell Grant, unlike a loan, does not have to be repaid. The Federal Pell Grant is awarded only to students who have not yet earned a bachelor's degree or other professional degree and who have not exceeded the maximum eligibility time, which is the equivalent of 6 years or 600%. The U.S. Department of Education calls this percentage of scholarship utilization Lifetime Eligibility Used (LEU).

The scheduled amount of the Federal Pell Grant is based on the information provided on the FAFSA® form, the presence of a valid Student Aid Index (SAI) on the student's FAFSA® or ISIR Filing Summary, the structure of the academic year, and the Pell Grant cost of attendance (COA) for a full-time student for a full academic year. For fixed-term programs, scholarships for part-time students are also adjusted based on the intensity of the student's enrollment.

Eligible students who have used 100% of the Federal Pell Grant will be eligible for an additional 50% if they enroll at least half-time. This option is known as the Year-Round Pell. The amount you receive will depend not only on your SAI but on the school's cost of education, whether you are a full-time or part-time student or have attended another school for a portion of the academic year. The student cannot receive Federal Pell Grant funds at more than one school at a time.

The grant will retroactively pay only for course credits completed by the student. The grant will not pay for courses to which the student did not attend or from which they withdrew. Credits earned from courses that are unrelated to the student's study program are not paid by the Federal Pell Grant. The Federal Pell Grant will only pay for one repetition of a previously approved course. Visit your campus' Financial Aid Office for more information on how a total withdrawal affects Lifetime Eligibility Used.

## **Scholarships for Children of Fallen Heroes (CFH)**

Beginning 2025-26 award year, students who meet the eligibility requirements for Pell Grants under the Special Rule of Section 401(c) of the Higher Education Act (HEA) will receive a maximum Pell Grant award, regardless of their calculated Student Aid Index (SAI).

To receive a Pell Grant based on eligibility under the Special Rule, a student must be

1. the child of a parent or guardian who died in the line of duty while on active duty as a member of the U.S. Armed Forces on or after September 11, 2001, or actively serving and performing the duties of a public safety officer; y
2. under the age of 33 as of January 1 prior to the award year for which the applicant is applying (e.g., for the 2025-26 award year, a student must be under the age of 33 as of January 1, 2024 to be eligible).

o

## **Federal Supplementary Educational Opportunity Grant (FSEOG)**

The Federal Supplemental Educational Opportunity Grant (FSEOG) is a grant for undergraduate-level students who have exceptional financial need. That is, students who have a SAI index of "0" or less than "0", and priority is given to those who receive a Scholarship Federal Pell.

The recipient will receive between \$200 and an accumulated total of \$4,000 per year, according to their need, the funds available at the institution and if the student meets the eligibility criteria established by federal regulation and the Institutional Financial Aid Award Policy.

## **Teacher Education Assistance for College and Higher Education (TEACH) Grant**

The TEACH Grant differs from other federal students grants, because it requires the applicant to commit to an agreement to serve as a full-time teacher and, if the agreement is broken, the grant becomes a loan that the applicant must pay with any accrued interest.

To apply for the TEACH grant, the applicant must be admitted to a bachelor's or master's degree study program designed to prepare the student as a highly-qualified teacher in a high-need field. The student must have a grade point average of 3.25.

Each year, the U.S. Department of Education publishes the high-need teaching fields, and the university must identify which programs are eligible for the TEACH grant.

For more information on the TEACH grant, visit <https://studentaid.gov/teach-grant-program>

## Federal Work-Study Program

Work-Study Program jobs help students earn a wage to pay for educational costs, such as tuition, fees, housing and food, among others.

Both undergraduate and graduate students may be eligible to participate in the Work-Study Program while they are enrolled with a full- or half-time academic workload and demonstrate a financial need, as determined by the institution. The program encourages community service jobs and, wherever possible, align it to the student's study program. Visit your campus' Financial Aid Office to learn more about the community service options.

Students are generally placed in jobs related to their field of study. Those who work off-campus are generally placed in nonprofit organizations or a public agency where they perform tasks of public interest. When assigning work hours, the Financial Aid Office will consider the student's schedule and their academic progress.

The wages earned will be based on the federal or Puerto Rico minimum wage (whichever is higher) and final allocation will depend on the student's financial need and available funds. Payment will be made monthly by direct deposit. In order to receive a direct deposit, the student must register their bank account at their campus' Collections Office before starting the Work-Study Program. The earned amount must not exceed the assigned amount. Visit your campus' Financial Aid Office to learn more about this program and the opportunities to work as a mathematics or reading tutor.

At the end of the calendar year, the university will use a Form W-2 to inform the student of the earned amount. It is the student's responsibility to comply with applicable Puerto Rico tax laws.

## Loans

Direct Loan (DL) Program. The U.S. Department of Education's federal student loan program is the William D. Ford Federal Direct Loan Program. Under this program, the U.S. Department of Education is your lender. There are four types of Direct Loan Program loans available:

**1. Subsidized Direct Loan:** These loans are subsidized by the U.S. Department of Education, which means that the USDE pays the accrued interest while the borrower (the student) is enrolled with at least a half-time academic workload. To be eligible for this loan, the student must demonstrate financial need. Since July 1st, 2012, graduate students are not eligible for this loan.

**2. Unsubsidized Direct Loan:** In this loan, the student is responsible for paying the interest accrued during all periods. To be eligible, it is not necessary to demonstrate financial need. Interest is added to the principal balance of the loan (capitalized interest).

**3. Direct PLUS Loans:** Additional loans available to students. The applicant must not have an adverse credit history. The types of PLUS loans are:

**Parent PLUS Loan:** A student's parent may obtain a PLUS loan to pay for the cost of education of their dependent children who have not yet completed their first bachelor's degree and are enrolled with at least a half-time academic workload. Parents with an adverse credit history are not eligible to receive PLUS loans, unless they meet additional criteria. Same-sex parents who are legally married in a state that recognizes same-sex marriage may be eligible even if they live in another state. While the student is the beneficiary of the loan, the student's parent is responsible for repaying the loan. To be eligible to receive a Federal Direct PLUS loan, parents must undergo a check of their credit record and complete loan entrance counseling at <https://studentaid.gov/app/counselingInstructions.action?counselingType=plus>.

**PLUS Loan for Graduate Students (Grad PLUS):** A graduate student (master's and doctorate degrees) may request a grad PLUS loan. The requested loan amount cannot exceed the cost of education, including any other financial assistance received.

**4. Direct Consolidation Loan:** A Direct Loan created from combining the outstanding balances of other pre-existing federal education loans in a single loan with a single loan servicer.

**5. Private Loan:** A student or parent loan owned by a commercial, state-affiliated or institutional lender that cannot exceed the cost of education, minus any received financial assistance. Private loans have various interest rates, fees and payment options and generally require that the borrower does not have an adverse credit history or has an endorser who does not have an adverse credit history. Reimbursement generally starts immediately.

A student can opt to receive this type of loan if they request it and it is approved. The requested loan's amount must not exceed the cost of education. If you request a private loan, you must inform the Financial Aid Office at your campus.

## **Federal Loan Eligibility Criteria**

1. Complete the FAFSA® for the current year.
2. Be a natural citizen or a permanent resident of the United States and have a valid social security number.
3. Not have any defaulting payments in any federal student loan.
4. Have completed high school or its equivalent.
5. Be enrolled at the institution at least half-time.
6. Comply with the institution's Satisfactory Academic Progress policy.

First-time participants of the Federal Direct Loan Program must complete entrance counseling and sign a master promissory note (MPN). They must also participate in online loan counseling, certify its completion and submit the evidence to the Financial Aid Office of their university unit.

## **Amount of annual and cumulative maximums for subsidized and unsubsidized loans.**

If the total amount you receive during the course of your education reaches the maximum cumulative amount of loans, you will not be entitled to additional loans. However, if you pay off some of your loans so that your outstanding debt is below the cumulative maximum loan amount, then you may be able to borrow again until you reach the allowed balance according to the maximum cumulative loan amount.

The university determines the type of loan, and the actual amount of loan you can receive each academic year. However, there are limits on the amount of subsidized and unsubsidized loans you can receive each academic year. The actual amount of loans you can receive each academic year may be less than the annual loan limit.

These limits vary according to the level of study, the year you are studying, and whether you are a dependent or independent student.

For purposes of establishing the annual limit on federal Title IV student loans, the University determines the grade for every 29 approved credits, as described below:

- First year (Freshman) – 0-29 credits
- Second Year (Sophomore) – 30 – 59 credits
- Third Year (Junior) – 60 – 89 credits
- Fourth year and up (Senior) – 90 – infinite credits

The table below shows the annual and aggregate limits for subsidized and unsubsidized loans.

	<b>Loan Limits</b>	
<b>Year</b>	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)
<b>Annual loan limit for first-year undergraduate students</b>	\$5,500 – No more than \$3,500 of this amount can be in subsidized loans.	\$9,500 – No more than \$3,500 of this amount can be in subsidized loans.
<b>Annual loan limit for second-year undergraduate students</b>	\$6,500 – No more than \$4,500 of this amount can be in subsidized loans.	\$10,500 – No more than \$4,500 of this amount can be in subsidized loans.
<b>Annual loan limit for juniors and above</b>	\$7,500 per year—No more than \$5,500 of this amount can be in subsidized loans.	\$12,500 – No more than \$5,500 of this amount can be in subsidized loans.
<b>Annual loan limit for graduate or professional students</b>	Not applicable (all graduate and professional students are considered independent).	\$20,500 (unsubsidized only).
	<b>Aggregate Limits</b>	
<b>Subsidized and Unsubsidized Aggregate Loan Limit</b>	\$31,000—No more than \$23,000 of this amount can be in subsidized loans.	<p>\$57,500 for undergraduate students: No more than \$23,000 of this amount can be in subsidized loans.</p> <p>\$138,500 for graduate or professional students—No more than \$65,500 of this amount can be in subsidized loans. The aggregate graduate limit includes all federal loans received for undergraduate study.</p>

## Borrower's Responsibilities

When you receive a loan, you acquire certain responsibilities that are detailed in the master promissory note signed as part of the requirements to obtain the loan. These are some of them:

1. When you sign a promissory note, you agree to pay the loan according to its terms. This document represents a legal obligation and states that, except in cases of loan cancellation, you must pay the full amount even if you do not finish your study program (this does not apply in the case of school closure), if you cannot find a job after graduating, or you are not satisfied with, or did not receive, the education you paid for.
2. If you do not pay your loan in the time period stated in the promissory note, you may default on your loan, which results in serious consequences.
3. You must pay your loan even if you do not receive a payment notification.
  - a. Account statements are sent for your convenience, but you are obligated to make payments even when you have not received a payment notification.
4. If you request a deferment or a forbearance, you must continue making timely payments until your request is approved. If you do not make any payments, you may default on your loan. You must keep a copy of any application form you submit and document all communications with the lender organization. Notify the corresponding representative (academic institution, agency, lender or Direct Loan Service Center) that manages your loan if you graduate, withdraw from the institution, decrease your academic workload to less than half-time, change your name, address or social security number, or transfer to another academic institution.
5. All students who withdraw from the university or decrease their academic workload to less than half-time must complete the Federal Direct Loan Program exit counseling online by visiting <https://studentaid.gov/exit-counseling/>.
6. If the student receives a Federal Direct Loan, it will be handled by the Federal Department of Education's Direct Loan Service Center or the service agencies assigned by the Department. For information about your service agency, you can access <https://nsldsfa.ed.gov/login>

## Lender Rights

Before the academic institution processes the first loan disbursement, or when the borrower completes the entrance counseling at [www.Studentaid.gov](http://www.Studentaid.gov), the borrower will receive the information below from the academic institution and/or the lending institution:

1. The total loan amounts
2. The interest rate
3. When the borrower must start paying the loan
4. A complete list of loan fees and information on how those fees are charged
5. The annual and total amounts that a student may borrow
6. The maximum payment periods and the minimum payment balance
7. An explanation of defaulting and its consequences
8. An explanation of the available loan consolidation or refinancing options
9. A statement indicating that the student can pay the total amount at any moment, without being subject to sanctions

The institution will notify the student (or their parents, in the case of a PLUS loan) in writing every time funds from Federal Direct Subsidized Loans, Direct Unsubsidized Loans, PLUS Loans or Grad PLUS are added to the borrower's account. This notification will be sent at least 30 days before and no later than 30 days after the academic institution deposited the funds in the borrower's account.

The borrower can decline all or a part of the loan by informing the academic institution within 14 days after they receive the notification from the institution or the first day of the payment period, whichever happens later. The academic institution can set the first day of the payment period. If the borrower does not want to accept the funds after receiving them, they can decline the funds by returning them to the lender.

Before the student withdraws from the academic institution, they will receive the following loan information from the academic institution, the lender or the corresponding loan servicing center:

1. The total debt amount (estimated capital balance and interest), the applicable interest rate and total interest charges.
2. If the borrower has FFELP loans: the name of the lending institution or the agency who manages the loan, where they must send payments and contact information if they have any questions.
3. If the borrower has Direct Loans: the address and phone number of the corresponding loan servicing center.
4. Fees that may be charged during the payment period, such as late fees, collection and litigation charges if the account is in default.
5. An explanation of the available loan consolidation or refinancing options.
6. A statement indicating that the student can pay the total amount at any moment, without being subject to sanctions.

If the borrower has a Direct Loan or a FFELP loan, the corresponding loan servicing center will provide this information, as applicable. The academic institution will also provide the following information during the entrance or exit counseling:

1. A current description of the loans, including the average monthly payments expected.

2. A description of the applicable deferment, forbearance and cancellation options.
3. Payment options.
4. Counseling on debt management to help make timely payments.
5. A notice requesting a permanent address, the employer's name and address and any corrections to the academic institution's records regarding the borrower's name, social security number, references and driver's license number, if applicable.

The borrower is entitled to a grace period before making the first payment (parents with a PLUS loan do not have a grace period). The grace period starts when the student graduates, withdraws from the institution or drops below than half-time enrollment.

The academic institution, lending institution or the corresponding loan servicing center, as applicable, must provide a payment schedule that indicates when the first payment must be made, the number of payments and their frequency, and the amount of each payment.

In addition, they must provide a summary of the loan deferment and cancellation options that includes the circumstances under which the U.S. Department of Defense may pay the loan.

If the borrower has a FFELP loan, they must be notified when the loan is sold, if the sale results in changes to the institution or agency to whom the borrower must make the payments.

Both the previous and the new lending institution or agency must notify the borrower of this sale, the identity of the new lender or agency who will manage the loan, the address to which payments must be made, and the phone numbers of both the previous and new lenders.

## Summary of Loan Deferment

<b>Deferment Conditions</b>	<b>Federal Direct Loans</b>	<b>Federal Family Education loan Program (FFELP)</b>
Have at least a half-time academic workload in a post-secondary institution.	Yes	Yes
Study in an approved bachelor's program for research grants or an approved program for disability rehabilitation training.	Yes	Yes
Be unable to find full-time employment.	Up to 3 years	Up to 3 years
Be financially needy	Up to 3 years <sup>4</sup>	Up to 3 years <sup>4</sup>
Be committed to a service included in the conditions for debt cancellation.	No	No

**Note:** You must formally request a deferment through the process established by the lender and continue making payments until your deferment request is approved.

1. In the case of PLUS loans and unsubsidized loans, only the principal payment will be deferred. Interest will continue to accrue.
2. Direct Loan borrowers with outstanding balances in FFELP loans disbursed before July 1993 are entitled to additional deferment.
3. This applies to loans disbursed from July 1, 1993, onward to borrowers who do not have outstanding payments on FFELP loans, Supplemental Loans for Students (SLS) Loans or Consolidation Loans on the date they sign their promissory note. (The SLS Program ended at the beginning of the 1994-1995 academic year.)
4. The majority of Peace Corps volunteers are entitled for a deferment by considering the payment as a financial burden.
5. For more information on deferment for faculty services, visit [TEACH Grants | Federal Student Aid](#)

## **Federal Loan Repayment**

It is important to know when you are expected to make your first loan payment. Many educational loans provide a grace period after you graduate, withdraw from the institution or drop below half-time enrollment. Depending on your type of loan, this period is called grace period or deferment. In the Direct Loan Program, this period can last 6 months. The U.S. Department of Education will assign an administrator to help you manage your loans and tell you when you must make your first payment.

You may choose between various payment plans designed to satisfy your needs, including plans that base the payment amount on your income. The amount you pay and the time period to reimburse the loans will vary depending on the payment plan. To learn more about the available payment plans, visit <https://studentaid.gov/sites/default/files/repaying-your-loans.pdf>.

In accordance with the U.S. Department of Education regulations (HEOA 489, later HEA Section 485B), the student's Title IV loan information is sent to the National Student Loan Data System (NSLDS). Authorized agencies (lenders, guarantors, administrators and institutions) have access to this information. To learn more about student and parent loans, visit <https://studentaid.gov/understand-aid/types/loans>.

The NSLDS is the USDE's central educational loan database. This system receives information from the academic institutions, guarantors, the Federal Direct Loan Program, the Federal Pell Grant and other USDE Programs. NSLDS provides centralized information about federal educational loans and the Federal Pell Grant from the moment the assistance is approved until its closure.

The NSLDS portal is available 24 hours a day, 7 days a week. Please consider that database maintenance may be performed during nights or weekends, which may cause the website to be unavailable for a short period.

You may access your loan and Pell Grant information on the NSLDS website using your FSA ID at <https://nsldsfa.ed.gov>.

## **Student and Family Financial Capacity Assessment**

Federal regulation states that students and their parents are primarily responsible for covering educational costs.

The UIPR offers financial assistance to students, parents or legal guardians who do not have the necessary financial resources, to complement the family contribution. Because funds are limited, however, there is no guarantee that all eligible students will receive financial assistance. It is important that the family plans in advance how to cover the cost of education.

The student and their family must:

1. Anticipate the cost of attendance according to the study program
2. Evaluate if the student needs housing
3. Calculate the amount the family can contribute to cover educational costs
4. Get counseling on educational loans, including parent loans
5. Request financial assistance within the established time period

## **State Funds**

### **Scholarship for Academically Talented Students (BETA)**

The Puerto Rico Board of Postsecondary Institutions (previously the Puerto Rico Education Council) manages the BETA program funds based on the Title IV eligibility criteria established by the USDE. Students must meet the following criteria to be eligible for this program: be enrolled full-time in a technical, vocational, associate or bachelor's degree program, have a 3.00 or higher-grade point average, and have a yearly family income no higher than \$25,672.

### **Institutional Funds**

The University contributes and assigns these funds to assist students according to the award norms established by the institution. The availability of these funds depends on budgetary items approved annually and are allocated to the grants below:

#### **Institutional Grant**

A yearly grant awarded to students with financial need. It is also awarded to address exceptional circumstances presented by students.

#### **Engineering Honor Scholarship**

The Bayamón Campus has dedicated scholarship funds for engineering students. This Engineering Honor Scholarship is used to recruit talented new students to the Bayamón Campus. The School of Engineering can provide information about this scholarship's eligibility criteria.

#### **Presidential Grant**

This grant is managed by the UIPR's Office of the President and is awarded to cases of extreme financial need. The eligibility criteria are established by the Office of the President. Each case is evaluated individually.

#### **Band, Choir, Drama and Tuna Scholarship**

1. Funds allocated to pay an amount equivalent to 1 course credit or the amount approved by the campus.
2. Students are eligible if they maintain A or B grades in courses related to these fields.
3. The following semester's eligibility is evaluated when the student passes a course.

## **Athletic Scholarship**

The UIPR awards athletic scholarships each year to eligible students who meet the following criteria:

1. Be a full-time student at the Inter American University of Puerto Rico.
2. Excel in athletics, as determined by the Athletics Department.
3. Maintain satisfactory academic progress, as established by the institution.

The Athletics Department will select students who excel in this field and will recommend the scholarship's amount.

Athletic Scholarship funds will be considered as resources in the Financial Aid Office's analysis to determine a student's eligibility to other financial aid programs. The Athletic Scholarship, together with other assistance to which the student is eligible, must not exceed the yearly cost of education, as determined by the Financial Aid Office.

## **Student Development Scholarship**

Economic incentive established and administered in the Vice Presidency of Academic, Student Affairs and Systemic Planning to institutionally promote the student's interest in continuous learning and participation in challenging or innovative academic experiences that enrich and strengthen their university education.

## Honors Scholarship

The Honors Program is aimed at helping academically talented students achieve greater development. You can learn more about this program's admissions criteria in the General Catalog, under the Documents tab at [www.inter.edu](http://www.inter.edu), or your preferred campus. Funds received from this program are considered as resources when evaluating student eligibility for federal or state need-based assistance, therefore, it may be necessary to adjust grants or loan awarded previous to the Honors Scholarship.

Admission to the Honors Program involves awarding a financial incentive according to the following criteria:

1. First-year students:

Level I - Basic Incentive: for eligible candidates with an admissions index of 1,300 to 1,349.

Level II - Superior Incentive: for eligible candidates with an admissions index of 1,350 to 1,399.

Level III - Extraordinary Incentive: for eligible candidates with an admissions index of 1,400 to 1,600.

2. Second- and Third-Year Students:

Level I - Basic Incentive: for eligible students with a grade point average of 3.50 to 3.79.

Level II - Superior Incentive: for eligible students with a grade point average of 3.80 to 3.90.

Level III - Extraordinary Incentive: for eligible students with a grade point average of 3.91 to 4.00.

3. The amount awarded at each level is:

Level I - Basic Incentive: three (3) credits of an Honors Program course.

Level II - Superior Incentive: six (6) credits out of a full-time academic workload of at least 12 credits, which includes an Honors Program course.

Level III - Extraordinary Incentive: up to twelve (12) credits of a student's enrollment, which includes an Honors Program course.

To retain eligibility for this grant, the student must maintain the established minimum grade point average for the incentive level from which they benefit.

## **Other Assistance Programs**

### **Alumni Grant**

Funds contributed by the Alumni Association. The funds are collected from the Association's fundraising activities.

These funds are distributed between the campuses, according to each campus' contribution to the activities, to be awarded to their students who meet the following criteria:

1. Demonstrate financial need.
2. Have a minimum grade point average of 2.00.
3. Each campus will determine the amount each student will receive.
4. Children and family members of UIPR employees are not eligible.
5. The Alumni Office will be informed of the name, phone number, address and assigned amount.

### **Student Activities Grant:**

1. Funds from the student activities account left over at the end of each year.
2. The amount awarded depends on the funds left over from each campus.
3. This grant is awarded to eligible students according to the financial assistance award regulations.

### **Other Assistance Programs:**

External funds contributed by private persons or institutions. These vary between campuses.

## **Graduate and Postgraduate Student Assistance Programs**

Students coursing a master's, doctorate, law, optometry, medical technology and other postgraduate degrees can benefit from financial aid if they meet a program's eligibility criteria. They can apply for federal loans, as well as institutional and some state assistance programs.

To apply, students must fill out the FAFSA® and complete the process to determine eligibility for each assistance program.

### **Federal Funds**

#### **Federal Direct Unsubsidized Loan**

Borrowers may request up to \$20,500 from an unsubsidized loan. The terms are the same as with the Direct Subsidized Loan, but the borrower must pay any interest accrued from the moment the loan was disbursed. The maximum amount awarded per year is currently \$20,500, up to an aggregate total of \$73,000. The sum of a student's subsidized and unsubsidized loans can never exceed \$138,500.

#### **Federal Direct PLUS Program**

Interest starts to accrue from the moment the U.S. Department of Education disburses the loan. The interest rate is based on the borrower's credit history. PLUS Loans provide a grace period, which allows borrowers to start paying the loan after they graduate, withdraw from school or drop below half-time enrollment. Because this loan requires the borrower to undergo a credit check, the U.S. Department of Education does not send information to the University. The borrower must maintain contact with the USDE at 1-800-848-0979 until their loan is approved and they receive their first disbursement.

### **Institutional Funds**

#### **Student Development Grant**

Financial incentive established and managed by the Office of the Vice President of Academic and Student Affairs, and Systemic Planning to promote continuous learning and participation in challenging and innovative academic experiences that enrich and strengthen a student's formation.

### **Assistance for Special Terms**

Financial assistance provided to students who wish to study during summer or intensive terms. Students must complete the application during the time period established by their campus and select the courses during the enrollment period established in the academic calendar. In addition, the applicant must maintain satisfactory academic progress.

The funds provided for summer studies are funds remaining from the academic year and, therefore, they are limited.

Federal Pell Grant funds may be used for the summer term, as long as they do not exceed 150% of the annual award amount. Funds used during special terms affect the Pell Grant's lifetime eligibility used, which is 6 years or 600%.

# FINANCIAL ASSISTANCE OFFER PROCESS

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## Grant Policy

Scholarships Federal

Direct Loans

WorkStudy

## Determination of Need

What is need-based financial aid?

What is non-need-based financial aid?

## **Financial Assistance Offer**

Financial aid will be offered to eligible students who file their applications on time, while funds are available. At the Inter American University of Puerto Rico, the federal methodology is followed to determine the need of students.

### **Grant Policy**

#### **Scholarships**

The Federal Pell Grant award will be made on a mechanized basis as responses to financial aid applications (FAFSAs®) are received, making the student eligible and the student registers their course selection for academic terms beginning in August, January semester, or summer June. Other academic terms require the award of Federal Pell Grants manually. Additional financial aid to the Federal Pell Grant will be allocated through the mechanized system and manually when providing live service to students.

The process of granting financial aid is aimed at giving priority to students with tuition debt. For this reason, for undergraduate students, the amount of the debt is used as a criterion for the granting of aid. Notwithstanding the foregoing, the federal methodology is followed in the process of determining need.

1. The level of debt will be determined by adding the cost of tuition plus fees multiplied by the number of terms of the student's program of study, minus the Federal Pell Grant for the year.
2. If the student is studying under an academic plan that allows him or her to achieve satisfactory academic progress at some point in time, he or she will be eligible for federal and state financial aid if he or she meets the conditions of the plan. The disbursement of the financial aid will be made for a term or payment period.
3. Students on an academic plan will be evaluated to determine their academic progress in all academic terms. Graduate level students are organized in ascending order, according to their need, and this order will be observed in the process of awarding scholarships, when available.
4. The amount of financial aid offered to the student will not exceed his or her need, after deducting from his or her cost of education, the expected family contribution, and other resources.

**Scholarships will be awarded in the following order:**

1. The Federal Pell Grant will be awarded first to all eligible students.
2. FSEOG will be awarded to undergraduate students participating in the Federal Pell GRANT, i.e., students who have a SAI of "0" or less than "0," and priority will be given to students who receive Federal Pell Grants. The minimum award amount is \$100.00.
3. Institutional Scholarship will be awarded, giving priority to students who do not receive funds from the SEOG program.
4. State Aid Program funds will be awarded after federal and institutional grants have been awarded for that award process. These funds will be distributed on a mechanized basis following the eligibility requirements established by the Board of Postsecondary Institutions (JIP) for the year of awarding funds.
5. If the student is from the Bayamón Campus, enrolled in the Engineering Concentration and meets the requirements of the Honor Scholarship for Engineering students, this scholarship will be considered before offering other financial aid in addition to the Federal Pell Grant.

## **Self-effort will be awarded in the following order:**

### **Federal Direct Loans**

The Inter American University of Puerto Rico recognizes that every student has the right to apply for direct federal loans for the payment of authorized study expenses, based on their individual eligibility, the limits applicable to their level of study, and the year of study achieved in their academic program.

The Federal Direct Loan Granting Policy at the Inter American University of Puerto Rico states that Federal Direct Loans are granted to eligible students who are making satisfactory academic progress.

There are two ways to get Federal Direct Loans:

- a. Manual loan granting at the request of the student

The Aguadilla, Arecibo, Barranquitas, Bayamón, Fajardo, Guayama, and Ponce campuses will implement a student-request loan policy for all undergraduate students.

Students must complete the Federal Student Loan application at the following link [Solicitud para Préstamo Federal Estudiantil – Universidad Interamericana de Puerto Rico](#), and accompany a photo ID.

- b. Automated Loan Granting

The San Germán and Metropolitano campuses will offer the automated loan offer. The student must access their InterWeb self-service account to accept, modify the amount, or reject their federal student loan offer.

#### **Exceptions in automated assessment:**

The following populations must apply for a loan through the Federal Loan Application using the following link: [Solicitud para Préstamo Federal Estudiantil – Universidad Interamericana de Puerto Rico](#).

1. New students.

New students who are dependents of their parents who wish to take out loans will be provided with guidance on the PLUS Parent Loan so that their parent or guardian can decide if they are interested in considering this financing alternative for the student's education.

2. Undergraduate students who did not receive loans in the previous year.
3. Students who processed total withdrawal the year prior to the current year of application.
- 4.
5. For any student who, after an automated grant award, is interested in applying for a loan or increasing the loan amount according to their eligibility limits, they must complete the application for Federal Student Loan at the following link: Application for Federal Student Loan – Inter American University of Puerto Rico. The student must include a photo ID with this application.

## **Students in Graduate Programs and Professional Schools**

1. They will be granted the Federal Direct Loan offer in an automated manner.
2. The student must access their InterWeb self-service account to accept, modify the amount, or reject their federal student loan offer.
3. Any student who, after an automated grant grant, is interested in applying for a loan or increasing the loan amount according to their eligibility limits, must complete the application for Federal Student Loan at the following link: Application for Federal Student Loan – Inter American University of Puerto Rico. The student must include a photo ID with this application.

## **General Requirements**

The student applying for a loan for the first time must comply with the following:

1. Attend an orientation session on your responsibility related to loans. This orientation can be person or online.
2. Provide evidence of completion of the loan orientation prepared by the University. The Financial Aid Office must keep evidence of the loan orientation certification in the student's file.
3. Complete a Federal Department of Education Initial Interview at the following link:  
<https://studentaid.gov/entrance-counseling/>
4. Complete a Master Promissory Note (MPN) with the Federal Department of Education, at the following link: <https://studentaid.gov/mpn/>

## Work Study

Federal Work-Study jobs are intended to help students earn money to pay for expenses associated with college, such as tuition, fees, room and board, among others.

Both undergraduate and graduate students are eligible for these jobs as long as they are enrolled full-time or part-time and as long as they meet the requirements established by the institution for those purposes. The tasks assigned to the student who qualifies for Work-Study relate to their programmed of study as far as possible. In addition, community service work is encouraged.

Students generally work in the same academic unit in which they study and can serve as tutors for basic skills subjects. On the other hand, those who work outside their premises are usually located in a non-profit organization or a government agency. When assigning work hours to students, the financial aid office takes into consideration their class schedule and academic progress.

The salary earned by the student is based on the federal minimum wage and the final award will depend on financial need and the availability of funds. You will be paid at least once a month by check, unless you authorize your payments to be sent directly to your bank account. The amount earned must not exceed the amount that was assigned to you.

The student interested in Work-Study should visit their campus Financial Aid Office to learn more about this program.

- a. **Federal Study and Work.** - The distribution of funds is carried out automatically. Funds are also awarded manually at the request of the student while funds are available. The Federal Work-Study Program may not exceed the statutory amount of \$4,000 annually, between the combination of funds allocated in various academic terms, including full-time summer work.
- b. **Institutional Work-Study** - Distribution of funds is done manually at the request of the student, while funds are available.
- c. The student can apply to participate in the Work-Study Program by visiting the financial aid office at their campus.

## **Determination of Need**

Financial need is defined as the difference between the estimated cost of study and the Student Aid Index (SAI). The Inter American University of Puerto Rico follows federal guidelines for the determination of need.

### **The family and students have the primary responsibility for covering educational costs.**

To determine the economic capacity of the family or student, the Federal Department of Education, using a formula established by law, evaluates the economic income of the parents, the student, and his or her spouse (if applicable), assets, debts on assets, number of family members, and number of family members attending postsecondary institutions. The result of this analysis is known as: Student Aid Index (SAI)

The difference between the cost of study and the Student Aid Index (SAI). This financial or economic need is what we try to cover with scholarship, work-study and loan programs. In determining this need, we also take into consideration other resources that the student has available to cover educational costs, such as, among others: study benefits for employees and/or dependents of UIPR employees, some veterans' benefits, private scholarships, honor scholarships, athletic scholarships, etc.

### **What is need-based financial aid?**

Financial aid awarded for financial need is awarded to students who have a financial need. When you fill out the Federal Aid Application (FAFSA®), the federal government determines if you need help paying for college based on your family's financial situation.

### **Financial aid granted due to economic need Federal Pell Grant:**

**The Federal Pell Grant** is awarded to students who have a financial need. The amount to be received is determined by the U.S. Department of Education based on the student's application ASSI, academic load, and study budget. This help is free.

**Federal Supplemental Educational Opportunity Grant (FSEOG):** This is an aid for undergraduate students who have exceptional financial need. Students with a Student Aid Index (SAI) of "0" or less than "0" are considered a priority, and priority is given to those who receive Federal Pell Grants.

**Direct Subsidized Loan:** Money that the U.S. Department of Education (lender) borrows to pay for your education. You have to pay this money back to the lender. Interest will not begin to accrue on these federal loans until you complete an academic degree and the six-month grace period has ended.

**Federal Work-study:** This program provides you with a part-time job, on or off campus, so you can earn money to pay for your studies. The program emphasizes jobs that serve the public interest or are related to your course of study.

**Other aid:** In addition to federal need-based programs, consider loans or scholarships that states, private organizations, and nonprofits make to low-income students.

## **What is non-need-based financial aid?**

Non-need-based financial aid is any type of financial aid awarded to a student who does not qualify for need-based aid. The study budget is considered to determine the maximum combined aid a student can receive.

## **Financial aid awarded not based on financial need**

**Direct Unsubsidized Loan:** Unlike subsidized loans, unsubsidized loans accrue interest from the time they are disbursed.

**Federal Direct PLUS Loan:** These loans go to parents or graduate students. The credit history must be relatively clean to be eligible.

**Higher Education Scholarship for the Promotion of Teaching (TEACH):** To be eligible for this grant, you must study a program aimed at teaching at a participating university. In addition, you have to commit to teaching for at least four years in an area of high need. For more information [TeachCounselingGuide.pdf](#) ([studentaid.gov](http://studentaid.gov))

## FINANCIAL AID OFFER

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The offer of financial aid is notified to students by means of an Offer under the passive acceptance method in which free aid will be considered accepted if the student does not reject it. Offers of educational loans and work-study must be accepted or rejected by students.

Financial aid can be accepted or rejected electronically through the electronic self-services that the student has through [www.inter.edu](http://www.inter.edu) and by pressing Inter Web. There you will also find the instructions for accepting the grants or you can print the Offer of Financial Aid, sign it and deliver it to the Financial Assistance Office on your campus.

Students will be notified through the official email assigned to them by the UIPR, when their financial aid offer is available for access in [www.inter.edu](http://www.inter.edu) by pressing Inter Web. It is important that you use the email that your venue assigns to you, as it is considered the official method of communication.

Financial aid is awarded for the academic year and will be disbursed according to the academic periods in which you are enrolled, if your academic load or academic progress has not changed and you meet all eligibility requirements.

# PROFESSIONAL JUDGMENT

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Eligibility for financial aid is determined by the Free Application for Federal Student Aid (FAFSA®) which currently uses financial information from two previous years to estimate a household's current circumstances. Section 479A of the Higher Education Act of 1965, as amended (HEA), gives the financial aid administrator authority to use Professional Judgment to adjust, on a case-by-case basis, to reflect student's situation more accurately.

Conditions that warrant a financial aid director making adjustments to the student's financial aid application include a number of areas, such as dependency status based on a unique situation, change in the student's financial situation which justifies adjusting the data used in calculating the student aid Index, (SAI) or costs within the cost of education (COA) components. This authority is known as Professional Judgment and allows for individual treatment of a student who has special circumstances or unusual circumstances that are not sufficiently addressed by standardized federal student aid formulas.

The FAFSA Simplification Act (the Act), as amended by section 479A of the HEA, classifies professional judgment into the following categories:

➤ **Special circumstances**

- Refers to financial situations (loss of employment, etc.) that warrant an aid administrator adjusting data elements in the COA or Student Aid Index (SAI).

➤ **Unusual circumstances**

- Refer to conditions that justify an aid administrator making an adjustment to a student's dependency status based on a unique situation (e.g., human trafficking, refugee or asylee status, parental abandonment, incarceration), more commonly referred to as a dependency override.

You or your family experienced a decrease in income or are facing an extraordinary situation that impacts your ability to contribute to your education, you may be considered for a reevaluation of your financial aid eligibility under the Professional Judgment process.

**The reasons for which you may request a reevaluation to your financial assistance eligibility are:**

1. Loss or change of employment or a salary cut
2. Divorce or separation
3. Death of the spouse or a parent
4. Disabled student, spouse or parent
5. Cut in child support
6. Unusual or nonrecurrent income
7. Change in the housing status that puts the student at risk of becoming homeless
8. Medical costs not covered by the health insurance
9. Elementary tuition costs
10. To request an adjustment, the Professional Judgment Request form must be completed in the Financial Aid section at [www.inter.edu](http://www.inter.edu) or by visiting your campus' Financial Aid Office.

The Professional Judgment Request form and the supporting documentation will be evaluated by your campus' Financial Aid Director, in accordance with U.S. Department of Education regulations, within a period not

exceeding 30 days from the filing of the JP application. Lack of documentation needed to perform the evaluation can delay the process.

After assessing the request, the Financial Aid Director will inform you in writing about their decision. If your request is approved, the corresponding changes will be made to your financial assistance records, and you will be notified of your assistance reevaluation, if applicable.

The Director's final decision will be documented in your file and will not be subject to appeal before the U.S. Department of Education.

# TERMS AND CONDITIONS FOR RECEIVING FINANCIAL ASSISTANCE

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All recipients must comply with the following terms and conditions:

**RECEIVING FINANCIAL ASSISTANCE DURING THE FIRST WEEK OF CLASS:** To receive the Pell Grant disbursement, you must present evidence of class attendance and/or academic activity during the first three weeks of the trimester or semester, or their equivalent in shorter academic terms. The faculty will inform class attendance during this period. If you do not attend or perform any academic activity, you will receive an administrative withdrawal and the Pell Grant amount will be adjusted. The academic and administrative calendar of each academic term states the cutoff date when your academic workload will be confirmed. Any changes made after this date will not be considered for your Pell Grant.

**MAINTAIN AT LEAST HALF-TIME ENROLLMENT** to be eligible for federal educational loans.

**MAINTAIN SATISFACTORY ACADEMIC PROGRESS** in your educational program as stated in the General Catalog of the UIPR, as applicable depending on your academic level, and obtain a minimum grade point average of C when completing your second academic year (undergraduate students only).

**COMPLETE YOUR DEGREE IN THE REQUIRED TIME** that does not exceed 150% of time, measured according to the total credits required to complete your study program.

**SCHOLARSHIP FOR ACADEMICALLY TALENTED STUDENTS (BETA):** Eligibility for this program requires a minimum grade point average of 3.00, full-time enrollment and meeting the minimum income criteria as established by the Puerto Rico Board of Postsecondary Institutions.

**THE FEDERAL PELL GRANT WILL COVER COURSE REPETITIONS** IF the student failed the course. If the student passed the course, they may repeat it once. Repeating courses will impact your satisfactory academic progress and consume your lifetime eligibility used for the Pell Grant.

**NOTIFY THE FINANCIAL AID OFFICE** of any financial resource you did not declare in your FAFSA® for the current academic year, including part- or full-time employment, veteran status, UIPR employee benefits, honors grants, athlete grants and any other financial aid program in which you participate.

## Financial Aid - General Dispositions

- **The financial aid offer** is based on the tuition estimates, and any changes to enrollment (partial or total withdrawal) may require readjustment, cancellation, or partial or total reimbursement of the aid received. If the student does not attend class during the first three weeks of the academic term, as stated in the semester or trimester calendar, or the equivalent for shorter terms, they will receive an administrative withdrawal and the Pell Grant amount will be adjusted.
- **Grants** are free financial assistance programs that do not have to be repaid. These come from various sources, such as federal, state, institutional and private agencies, among others.
- Unlike grants, loans are borrowed money that must be paid back with interest. The borrower must begin repaying their loans when they graduate, withdraw from the university, or drop below half-time enrollment.
- **The Work-Study Program** is not a grant. It is financial assistance earned by working at a job assigned by the Financial Aid Office, where the student is paid a wage for hours worked.
- The student is obligated to return part or all the financial assistance received if it was awarded on the basis of false or incomplete FAFSA® information.
- **Financial aid amounts** are divided according to the academic terms in which the student is expected to enroll. The financial aid offer is based on the academic workload of the first academic term and a projection of following terms with the same academic workload. This will be modified according to the total credits in which the student officially enrolls by the cutoff date.
- **All financial aid programs and loans** are offered to help pay for a student's cost of attendance.
- **The annual budget** describes the items considered to determine the estimated cost of attendance during the academic year.
- It is important that the student meets the deadlines established in the financial aid offer they received.
- The financial need study is based on the methodology of the U.S. Department of Education and includes among its components the Student Aid Index (SAI), which is determined according to the information provided on the FAFSA®. The SAI represents your contribution or that of your family, to cover educational costs.
- If the student is dependent, they may choose to apply for a federal loan to cover the cost of education.
- After the enrollment and withdrawal cutoff date, the student's academic workload is set, and changes made after this date will not be considered for the Pell Grant disbursement.
- Visit your campus' Financial Aid Office to learn more about financial aid programs or if you wish to request a revision to your financial aid offer.

## STUDENT RIGHTS AND RESPONSIBILITIES

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### **Students have the right to:**

1. Receive orientation about available financial aid programs and how to benefit from them.
2. Know the requirements for withdrawal, reimbursements and repayment of financial aid.

### **Students are responsible for:**

1. Requesting financial aid within the established time period.
2. Complete all required documentation related to financial aid within the established time period.
3. Know the terms and conditions of the loans they request and the promissory notes they sign.
4. Use financial aid awards only for educational purposes.
5. Notify the institution about any changes to the address, financial situation or dependency status while enrolled at the institution.
6. Request information about their loan payment plan at the moment of retiring from the institution.
7. Complete the loan programs' exit counseling if they graduate, withdraw, abandon their studies or drop below half-time enrollment.
8. Maintain satisfactory academic progress (SAP).

## ACCREDITATION OF FINANCIAL AID

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**Accreditation of Financial Aid** (except the work-study program) is automatically credited to the student's account to cover the costs of tuition and fees. If there is any amount to be reimbursed, it is paid with a check or direct deposit to the student's bank account, after receiving their written authorization. This credit process occurs frequently during the academic term, in the dates published in each term's academic and administrative calendar.

Federal loans are credited after the student accepts the loan, completes the entrance and loan counseling and signs the promissory note. In order for the assistance to be credited, it is necessary for the student to accept the charges corresponding to their course selection. When disbursing a loan, the institution will verify the student's continued eligibility and that they maintain at least half-time enrollment.

Pell Grant or loan recipients who meet the eligibility criteria 10 days before the start of the academic term will receive an anticipated stipend or book voucher, which may be used in our school or unaffiliated bookstores. The stipend or voucher will be available during the first 7 days of the academic term.

Only students who have any assistance amount left over after the Pell Grant or other assistance was credited to their cost of education will receive the stipend or voucher. The smaller amount between the disbursement and the cost of books for that academic term will be awarded, as determined by the institution. Students who do not wish to benefit from this option must complete the Decline Form sent by postal mail (in the case of vouchers) or email (in the case of anticipated stipends). Students must submit this form to the email provided by the Enrollment Management Services Office of their corresponding campus.

# **INSTITUTIONAL POLICIES THAT STUDENTS SHOULD KNOW**

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Federal Pell Grant Recalculation

Satisfactory Academic Progress (SAP) Policy

Reimbursement Policy Due to Total Withdrawals Applicable to FSA Recipients

Institutional Funds Repayment Policy Applicable to Withdrawn Students

Verification Process and Procedure

Privacy Act (FERPA)

Other Institutional Policies

## **Institutional Policies that Students Should Know**

### **Federal Pell Grant Recalculation**

Federal regulations require that a student attends all courses in which they enrolled during an academic term paid for by the Pell Grant. To comply with this requirement, the UIPR establishes a time period at the start of each academic term to make changes to enrollment before determining the student's official academic workload for the purpose of receiving financial assistance. The date to confirm final enrollment is known as the cutoff date, which is published each academic term in the academic and administrative calendar. If a student does not attend all their enrolled courses before the cutoff date, the university will recalculate the Pell Grant amount up to the cutoff date, and the amount the student receives will reflect the courses which the student attended.

The U.S. Department of Education (DEF) also requires the University to recalculate the amount of the federal Pell Grant if the student's Student Aid Index (SAI) changes at any time during the financial aid year. This may arise as a result of a correction to the FAFSA® application or the FAFSA® Information Verification process.

### **Maximum Time Requirements to Receive Federal Financial Assistance**

The time period during which a student is eligible to receive financial assistance depends on the duration of their study program, as stated by the University. To this effect, the University has defined the duration of all study programs based on the number of credits required to complete the degree. The student must complete their study program within a time period that must not exceed 150% of the duration established for the program. Students also accumulate educational time for transferred credits. Pell Grant eligibility expires when the student meets the academic requirements to achieve their first bachelor's degree. At the end of their second academic year, the student must have a minimum GPA of 1.50 to maintain eligibility for financial aid.

Students will have 6 years of full-time enrollment or 600% of the Pell Grant eligibility time to complete their study programs. The time that was already used at another eligible institution counts towards the total Pell Grant lifetime eligibility used.

## **Satisfactory Academic Progress (SAP) Policy**

Federal and state regulations require that students evidence their satisfactory academic progress. The U.S. Department of Education allows institutions to establish their own SAP norms, as long as it includes quantitative (time to complete the degree) and qualitative (GPA) criteria.

### **Qualitative:**

The GPA the student must achieve in each assessment, which must be consistent with the graduation requirements. In addition, the law specifies that, at the end of their second year, students must achieve a minimum GPA of 1.50 if they are enrolled in a two-year or more academic program.

### **Quantitative:**

The maximum time permitted to complete a degree, which must not exceed 150% of the study program's duration, measured in time or credits. At the UIPR, we measure time based on the number of credits of the different majors.

Other elements may be included in the SAP policy, such as remedial courses, repeated courses, transferred courses, probationary periods, academic probations and prerequisites to complete a degree. A student who does not meet an SAP criteria may lose eligibility to federal and state funds.

## **Reestablishing Financial Assistance**

Students who do not achieve satisfactory academic progress are not eligible to receive federal or state financial aid until they successfully appeal their loss of eligibility before their campus' Appeals Committee.

If the appeal is successful, the student will be classified as being in a financial aid probation period and will be eligible to receive federal and state funds for an additional term. These students will be evaluated during all academic terms until they achieve an SAP. If necessary, the Appeals Committee may require the student to comply with an academic plan that allows them to achieve an SAP in an established time period.

The institutional catalog available at [www.inter.edu](http://www.inter.edu) provides more details on the SAP policy.

## **Reimbursement Policy Due to Total Withdrawals Applicable to FSA Recipients**

### **Total Withdrawal and Its Impact on Financial Assistance**

Federal regulations establish the requirements for the use and awarding of FSA funds when recipients officially withdraw from all courses, never attend classes, or are suspended before completing 60% of their payment or enrollment period.

The University must determine the Title IV amount awarded to the student from the date when the student stopped attending until 60% of the academic period. An apportionment of the calendar will be made to determine the Title IV funds amount that the student received until the moment of the total withdrawal. For example, a student who retires from university after completing only 40% of their period of enrollment (payment period) only earned 40% of the original financial aid for which they were eligible. After the 60% mark of the academic term, a student has earned 100% of Title IV funds to which they were entitled.

### **Official Total Withdrawal**

Official total withdrawals are those in which the student formally notifies the University about their decision to interrupt their studies.

Any student who wishes to withdraw from the university must contact a Professional Counselor who will guide them through the process. The student must complete the Official Total Withdrawal Form and sign it on the date when the process begins. The student must then obtain endorsement from a Financial Aid Officer and submit it to the Registrar's Office to be processed. The total withdrawal will be effective on the date when the student started the withdrawal process, as signed in the Official Total Withdrawal Form.

Online students must contact the Professional Counselor via email to notify them of their decision to withdraw. The Professional Counselor will complete the Official Withdrawal Form with the information provided by the student and will submit it to the Registrar's Office with a copy of the student's email request. The effective date of the total withdrawal will be the date when the student sent the email.

If a student never attended class or participated in any related academic activities during the first 3 weeks of the academic term, or their equivalent in shorter terms, they will receive an administrative withdrawal and they must return 100% of the Title IV aid received.

## **Unofficial Total Withdrawal**

Unofficial total withdrawals happen when a student stops attending class for at least 3 consecutive weeks during a semester, or its equivalent in shorter academic terms, without presenting a justification to the professor or the Dean of Student Affairs, and does not qualify to receive an Incomplete or Failing grade.

If students with veteran benefits stop attending class for 2 or more weeks, or its equivalent in shorter academic terms, it will be notified to the Administration of Veteran Affairs.

The professor will notify the student's last day of class attendance or related academic activity at the end of the academic term. If the last date of class attendance or related academic activity is before the completion of 60% of the academic term, the withdrawal date will be the midpoint of the academic term. Fund reimbursement applies only if the student retires before completing at least 60% of the academic term. The University will determine the withdrawal date within 30 calendar days after the end of the academic term in which the student was enrolled.

## **Total Withdrawal from Title IV Eligible Courses and non-Title IV Courses**

Students sometimes take Title IV eligible courses to obtain credits along non-Title IV courses for which they will not receive any credits, i.e. attending a course as an auditing student, completing Incomplete courses, or repeating courses for which they already obtained a passing grade. If a student stops attending all their Title IV eligible courses during an award period, they will be subject to the total withdrawal reimbursement policy, but the student will maintain their active enrollment status for non-Title IV courses.

## **Leave of Absence (LOA)**

A leave of absence (LOA) is conceded to a student who, for one or more previously notified reasons, temporarily interrupts their studies or academic activity. To be eligible for a LOA, the student must request it while being officially enrolled at the university.

A student with a LOA who does not return to the university when the LOA expires is considered to have withdrawn. The University must calculate the amount of funds the student must return. The official withdrawal date is the date when the student started their LOA.

## Calculation of the Reimbursement

A reimbursement is required when the real amount of the previously disbursed aid is higher than the earned amount, as determined by the new calculation. The responsibility for returning unearned aid is assigned between the student and the University. The amount to be returned is calculated based on the formula provided by the U.S. Department of Education. The amount to be returned depends on the type of financial assistance the student received, the effective date of the total withdrawal and the institutional charges incurred. The institution must return a part of the funds in excess that is the lesser of:

The student's institutional charges multiplied by the unearned percentage of the funds; or

The total amount of the exceeding funds

If the University is not obligated to return the funds, the student is responsible for returning them to the USDE.

Any loan funds that the student must return (or their parents, in the case of a Direct PLUS Loan) will be reimbursed according to the terms stated in the promissory note. In other words, it is not necessary that loan funds are returned immediately, but in scheduled payments to the lender during an agreed period of time.

Any amount that the student returns to a loan program may be reimbursed according to the terms of the signed promissory note. All educational loans recipients who withdraw from the university must complete an exit counseling at <https://studentaid.gov/exit-counseling/>, as required by the U.S. Department of Education.

An amount of \$51 or more of unearned grant funds paid to the student is called an overpayment, and the student must make payment arrangements with the U.S. Department of Education within a period not exceeding 45-days from the date of notification. If the student does not resolve overpayment within 45-days period, the university will refer the student to the U.S. Department of Education. A student who does not resolve the overpayment within the 45-day period, will lose his/her eligibility for future funds from Title IV student financial aid programs.

If the amount paid was less than the amount you earned, a post-withdrawal disbursement may be due to the student. If your post-withdrawal disbursement includes loan funds, the Financial Aid Office will send to the student an email notification giving 14-calendar days for the student or parent (if it is a parent loan) to respond in writing to whether to accept or reject any or all of the loan funds so as not to incur additional debt. The Financial Aid Office must receive this authorization in writing before the loan can be disbursed. After the 14-calendar days deadline, authorizations to process disbursements of loan funds after the total withdrawal, will not be accepted.

The University will automatically apply the post-withdrawal disbursement of scholarship funds, allocated to pay tuition, fees, housing and other current institutional charges previously authorized by the student during the enrollment process.

Some Title IV funds that a student is programmed to receive cannot be disbursed due to eligibility criteria after the student withdraws. For example, if a first-year undergraduate student or a first-time Direct Loan recipient has not completed the first 30 days of their study program before withdrawing, they will not receive any Direct Loan funds they would have received if they had maintained enrollment after those first 30 days.

A school must return unearned funds to the federal programs no later than 45 calendar days after the student's withdrawal date. Federal funds must be returned in the following order, as applicable:

1. Direct Unsubsidized Loan
2. Direct Subsidized Loan
3. Direct PLUS Loan (for parents or graduate students)
4. Federal Pell Grant
5. Iraq and Afghanistan Service Grant (IASG)
6. Federal Supplemental Educational Opportunity Grant (FSEOG)
7. Teacher Education Assistance for College and Higher Education (TEACH) Grant

If the student owes any amount after returning Title IV funds, they will be notified in writing within 10 business days. Any amount owed to the University must be paid in total or the student can make a payment agreement with the University. The Collections Office will place a restriction on the student's account until the owed amount is paid completely. If returning the Title IV funds results in a credit, the University will reimburse the amount to the student within 14 days via direct deposit or paper check.

Example:

A student is owed a disbursement of \$800 after their total withdrawal.

The total institutional charges for which the student was originally assessed are \$2,300. However, under the institutional reimbursement policy, the institution can only keep \$600 of those institutional charges. Funds had not been used to pay for the institutional charges at the moment when the student withdrew.

The institution must reimburse a part of the \$800 after the total withdrawal. The institution can credit \$600 to institutional charges and offer \$200 to the student.

## **Institutional Funds Repayment Policy Applicable to Withdrawn Students**

The Funds Repayment Policy is applicable to all students who request a total withdrawal in one of the following situations:

1. Students who pay their tuition in cash, with state or institutional funds, or other programs that are not under Title IV of the Higher Education Act of 1965, as amended.
2. Students who request a total withdrawal or stop attending class will be subject to a fund repayment as explained below:

### **Semester, trimester and quadmester:**

100% of funds must be returned before the first day of class.

75% of funds must be returned during the first week of class.

50% of funds must be returned during the second week of class.

### **NO FUNDS WILL BE RETURNED AFTER THE SECOND WEEK OF CLASS**

Summer session:

100% of funds must be returned before the first day of class.

75% of the funds must be returned during the first and second days of class.

50% of the funds must be returned during the third and fourth days of class.

### **NO FUNDS WILL BE RETURNED AFTER THE FOURTH DAY OF CLASS**

Students who pay with financial assistance are responsible for the difference between the fund reimbursement and the cost of their tuition.

The UIPR states, in their academic and administrative calendar, various important dates, including the cutoff date. This is when the student's academic workload is confirmed so the financial aid programs can make their payments. After this date, the academic workload will not be recalculated.

## Verification Process and Procedure

Verification is the federal mandated process under which an applicant's FAFSA® information is selected by the Department or a school and determined to be accurate or inaccurate. To complete the verification process, the student, their parents or their spouse must provide certain documents for revision to the school. If the information does not match with the FAFSA® information, the verification may result in changes to a student's eligibility to receive financial aid and/or financial aid offers.

The Inter-American University, in accordance with federal regulations, verifies all applications from students who enroll in the institution and who have been selected for verification by the Federal Department of Education. Selected applications are identified with an asterisk (\*).

The Financial Aid Office will notify students in writing if they are selected for verification and request the documents necessary to complete the verification process along with the established deadlines.

If during the verification process it is determined that it is necessary to correct some information, the student will receive counseling about the steps they must follow to make the necessary corrections. The institution may select other applications that seem to contain conflicting information.

The UIPR will not credit financial aid funds or certify loans to students who do not complete the verification process, except graduate students who only receive an unsubsidized loan. If the student's application is selected after the financial assistance was awarded, the award must be revised to ensure the student maintains eligibility to the disbursed amount; if not, the Financial Aid Office will make the necessary adjustments. The student is responsible for any balance in their account as a result of the adjustment.

Not all students are required to submit the same information, as the U.S. Department of Education categorizes them in different verification groups which list the documents a selected student must provide:

- Verification tracking group V1 - Standard verification
- Verification tracking group V4 - Custom verification
- Verification tracking group V5 - Aggregate verification

The verifications requirements apply to the majority of the federal financial aid programs.

1. Federal Pell Grant
2. Federal Direct Subsidized Loan
3. Campus-Based Programs:
4. Federal Supplemental Educational Opportunity Grant (FSEOG)
5. Federal Work-Study Program
6. State Funds Programs

Students can find the Title IV Verification Form at <https://ssb.ec.inter.edu/ssomanager/c/SSB> or by clicking the InterWeb tab on your campus' website.

## **Documents Required for the Verification Process:**

### Documents Required for the Verification Process:

1. Puerto Rico Tax Returns, U.S. Tax Returns, IRS Forms 1040, 1040A, 1040EZ. You must include all attachments, as well as all applicable Form W-2.

NOTE: If the recipient does not file for taxes, but due to their income (if the student is independent), or their spouse's income, or their parent's income (if the student is dependent) it is determined that they should file taxes, they must obtain a Verification of Nonfiling (IRS Form 4506-T), as applicable. In some cases, the institution may request information about received child support, if that helps to explain how the family supports itself.

2. Tax exempt income, such as: untaxed portions of IRA distributions and untaxed portions of pensions.
3. Non tax filing applicants or parents:
  - a. Form W-2 for all income earned from work
4. Verification Form corresponding to your verification tracking group
5. Identity

To meet the criteria related to identity and the statement of educational purpose, students must present the necessary documents in-person at their campus' Financial Aid Office. To verify a student's identity, only valid state-issued identifications are accepted, including a driver's license, passport, military identification or voter ID.

## **Privacy Act (FERPA)**

### **What is FERPA?**

The Family Educational Rights and Privacy Act of 1974, also known as the Buckley Amendment, is intended to protect the privacy of the academic records of students at the postsecondary level, parents, and guardians of students under the age of 18.

### **What does FERPA provide?**

The law provides the right to examine academic records, to request, amend these records, and to limit the disclosure of the information contained therein.

### **To which Institutions does FERPA apply?**

The law applies to any institution that receives federal funds.

### **Who is protected by FERPA?**

Students enrolled in a postsecondary institution are protected by FERPA regardless of their age or status in relation to their parents' dependency.

### **What is a transcript?**

The transcript generally includes any records owned by the institution which contain regulations related to the retention of certain records, which becomes institutional policy or state regulation. The scope of the law includes records, documents, and information directly related to the student. This also includes credit transcripts and any other documents obtained from the institution in which the student was previously enrolled.

The student has the right to examine those files which are directly related to him and which correspond to an educational institution or an entity authorized to keep records of the institution.

### **What is not included in a transcript?**

- Documents belonging to an official or private notes given by an educational staff which are not accessible or authorized to other personnel.
- Disciplinary documents which are exclusively for compliance with safety and order on the university campus. Documents related to a person's employment by the institution, unless the employment is directly related to their student status.
- Documents relating to the treatment of a physician, psychiatrist, psychologist or other recognized professional or paramedic and disclosed only in the course of treatment.
- Documents that only contain information about an individual obtained after he or she ceased to be a student at the institution. (Example: Alumni).

### **What documents can be removed from the transcript before the student examines it?**

Any information pertaining to another student. Financial documents from the student's parents. Confidential letters and reports of recommendation under the conditions described in law section 99.12 (34 CRF part 99).

### **Who can review the transcript without the student's written consent?**

Any institutional official who has a legitimate educational interest. Parents of a dependent child as defined on the Income Tax Return. Any person who presents a court order or warrant requiring the institution to produce the transcript without the student's consent, however a reasonable effort must generally be made to notify the student before complying with the order.

### **When is student consent needed to show personal transcript information?**

Any person or entity wishing to obtain information from the transcript must present an updated written consent signed by the student before showing the requested information. In addition, you will need to present a portrait ID.

Consent must indicate the following:

- Documents to be displayed
- Purpose
- Identify the person or entity to whom the file will be shown.

### **What is considered personal information in the student's academic record?**

The student's name. The name of the student's parent or other family member. The address of the student or his or her family. A personal ID, such as a social security or student number. A list of personal characteristics that can make the student's identity easy to recognize.

### **When is the student's written consent not required to provide transcript information?**

The following exceptions are contained in the law:

- The student Institutional faculty, staff, and administrators with a legitimate educational interest.
- Parents of a dependent child claimed on the Income Tax Return
- To federal, state, and local educational authorities in the performance of audits or evaluations related to educational programs
- In the Financial Aid process
- Organizations conducting studies for educational institutions
- For Accrediting Agencies
- For the purpose of complying with a court order or subpoena
- Medical or Safety Emergency Information
- Directory
- As a result of a disciplinary hearing of an alleged victim of a crime of violence

### **What is the information directory?**

Institutions will be able to offer information about a student without violating the law through the Information Directory. The directory includes name, address, telephone number, date and place of birth, program of study, participation in sports, weight and height of athletes, period of attendance, grades and honors received, and related information.

Institutions must annually notify their students of the purpose of the information directory. In turn, the institution must obtain from the students the consent or refusal to offer information contained in the Directory.

### **How does the growth of technology impact FERPA in our Institution and Campuses?**

Electronic information will eventually replace most paper documents. The Institution seeks to ensure that appropriate policies are in place to protect the confidentiality of records. The same principle of confidentiality that applies to paper documents applies equally to electronic information.

### **Where can I learn more about FERPA?**

This document provides a general overview of FERPA and is not intended as a legal warning. For more information on the law, refer to the CODE OF FEDERAL REGULATIONS 34 DRF PART 99

## **Other Institutional Policies**

Visit [www.inter.edu](http://www.inter.edu) and click on the Documents tab to find manuals, regulations, catalogs and normative documents, as well as:

1. Academic programs
2. The faculty
3. Accreditations and licenses
4. Facilities
5. Help for disabled students
6. Credit transfer policy
7. Copyright guidelines and norms
8. Privacy policy
9. Institutional norms
10. The International Student Mobility Program (ISMP)

## **Other Valuable Resources:**

You can also access your campus' website to find specific information about counseling and tutorship, services for disabled students, book lists and their cost, remote learning, class programs and academic calendars.

- Other information you may find in this website includes:
- Security and crime statistics
- Policies on the use and abuse of drugs and alcohol
- Contact information for key personnel
- The Student Right-to-Know Act
- Athletic participation

# GLOSSARY OF TERMS USED BY THE U.S. DEPARTMENT OF EDUCATION

-A-

## **Ability to Benefit (ATB)**

Federal norm that permits an individual who does not have a high school diploma and wishes to course post-secondary education using financial aid to be eligible if:

- (a) the student does not have a high school diploma or a recognized equivalent
- (b) the student is older than the compulsory school attendance age at the state where the Institution is located.

To be eligible to receive financial aid, the Higher Education Act (HEA) of 1965, as amended, requires these students to pass an individual USDE-approved exam administered by the Institution.

## **Academic Year**

A period of at least 30 weeks and 24 semester/trimester credit-hours or 36 bimester credit-hours for a program measured in credit-hours, or at least 900 clock-hours for program measured in clock-hours.

## **Accredited Institution**

Any school or institution that complies with the administrative, financial and academic norms established by an accrediting agency or national association recognized by the U.S. Department of Education. Accreditation is a requisite to obtaining federal funds.

## **Accrediting Agency**

An agency recognized by the U.S. Department of Education (USDE) as a trustworthy authority to evaluate the quality of the educational programs offered by university and/or post-secondary institutions.

## **Administrative Capability**

The ability a school must demonstrate in providing the education it promises and properly managing the Federal Student Aid Programs (34 CFR 668.16).

## **Advanced Payment Method**

A payment method under which a school submits a request for funds to the U.S. Department of Education before making financial aid disbursements to eligible students. If the USDE accepts the request, it initiates an electronic funds transfer (EFT) of that amount to the depository account designated by the school. The school must disburse the funds requested no later than three (3) natural days following the date the school receives those funds.

## **Agreement to Serve (ATS)**

Agreement under which the individual receiving a TEACH Grant commits to meet the service obligation and other provisions of the agreement.

## **Allocation**

A specific sum of money awarded for use during a specific period of time. Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work-Study Program (FWS) and Federal Perkins Loan Program funds are allocated to a school on an award-year basis.

## **Appropriation**

A form of budget authority provided by law that permits federal agencies to make payments out of the Treasury for specified purposes.

## **Attendance (to Class and an Academically Related Activity)**

The criteria schools must use to determine whether a student has ceased attendance and, if necessary, determine whether the student must reimburse federal funds. Criteria used by the school include:

- attending a class where there is an opportunity for direct interaction between instructor and students;
- submitting an academic assignment;
- taking an exam, an interactive tutorial, or computer-assisted instruction;
- attending a study group that is assigned by the institution;
- participating in an online discussion about academic matters; and
- initiating contact with a faculty member to ask a question about the academic subject studied in the course.

Academic attendance and attendance at an academically related activity do not include activities where a student may be present, but not academically engaged, such as:

- living in the student dorms
- participating in nutrition plans offered by the institution
- connecting to, but not being an active participant of, an online course
- participating in academic counseling

## **Award**

A specific quantity of financial aid that an eligible student may receive from one or various federal economic aid programs to help pay for educational costs.

## **Award Year**

The period beginning July 1 and ending June 30 of the following year, during which federal financial aid is awarded.

**-B-**

## **Base Year**

The calendar year period of 12 months ending on December 31 that precedes an award year. For example, the calendar year 2022 is the base year for award year 2022-2023.

## **Book Voucher**

A Document that reflects funds available on a student's account that can be used to purchase books and other educationally related materials from either a school or unaffiliated bookstore.

### **Administrator or Director of Financial Assistance**

A person employed by an institution to administer federal student aid programs.

**-C-**

### **Cancellation (Federal Direct Loan Program and Federal Family Education Loan Program)**

Borrowers may request the cancellation of a portion of their loan when they no longer need the requested amount. However, if the borrower is employed in nonprofit organizations that offer community services, all or a portion of the debt can be forgiven. The loan can be discharged in the case of: death, total or permanent disability, school closure (before the borrower finished their studies) and other conditions established by the Department of Education.

In addition, FFEL and Direct Loan Programs borrowers can obtain forgiveness for all or a portion of their loan if they are employed as a teacher or childcare provider in certain low-income communities.

### **Cancellation (Perkins Loan Program)**

Perkins Loan Program borrowers may qualify for a cancellation of their loan if they meet at least one of the following reasons:

- the borrower performs specific public services full-time
- military service
- death
- total or permanent disability
- school closure before the borrower finishes their study program
- some bankruptcies

### **Cost of Attendance (COA)**

Estimate cost of a student's educational expenses for an academic year or period of enrollment. Defining a student's COA is the first step in establishing a student's federal student aid package. It sets the limit on the total federal student aid a student may receive according to their needs, it is also used to determine the amount of funds a student will receive from the Federal Pell Grant.

**-D-**

### **Data Match**

The information submitted in the Free Application for Federal Student Aid (FAFSA®) is checked against other data in other federal agencies using the Central Processing System (CPS) to determine if an applicant meets eligibility requirements.

### **Default**

For Perkins Loan and Federal Direct Loans: the borrower's failure to meet repayments as established in the promissory note.

Borrowers may face serious legal consequences for defaulting on payments.

## **Dependency Override**

Action a financial aid administrator may take to change a student's status for federal student aid from dependent to independent. There must be unusual circumstances to warrant an override, which must be documented in the student's file.

-E-

## **EDEExpress**

A free of charge PC application provided by the U.S. Department of Education for Electronic Data Exchange (EDE). It allows schools to input, review and manage FAFSA® data. This PC application can also be used to create financial aid packages, originate Stafford Direct Loans and bank loans, and print promissory notes.

## **Electronic Data Exchange**

Process through which institutions and other electronic service providers transmit and receive FAFSA® data and results.

## **Eligible Noncitizen**

An FSA applicant who is not a U.S. Citizens but is a lawful permanent resident or authorized to be eligible to receive Title IV financial aid. The conditions for noncitizen eligibility are outlined in Volume 1 of the Federal Student Aid Handbook.

## **Eligible Program**

An educational program that is lawfully authorized to grant an academic degree or certificate, meets the criteria set by a national accrediting agency and is certified by the USDE as an eligible program. For more information, see Volume II of the Federal Student Aid Handbook.

## **Eligible Vocational or Technical Institution**

A school or institution that offers at least one USDE-approved training program to prepare students for employment in a recognized profession.

-F-

## **Federal Direct Loans**

### **Federal Direct Subsidized Loan Program**

Loan provided with the market interest rate at the moment of application, but never higher than 8.25%. It has an origination cost deducted from the original requested amount. The federal government pays the interests of this loan while the applicant is still a student. Students start paying the loan 6 months after ceasing academic studies, graduating or enrolling in an academic workload smaller than 6 credits. The maximum amount awarded per year is currently \$5,500, up to an accumulated total of \$23,500.

### **Federal Direct Unsubsidized Loan Program**

Aimed at students with higher income who are totally or partially ineligible to receive a subsidized loan. These students have the option of applying for an unsubsidized loan. The terms are the same as the Federal Stafford Subsidized Loan, but the borrower is responsible for the interest that accrues from the moment of disbursement. The maximum amount awarded per year is currently \$7,000, up to an accumulated total of \$34,500. The sum of the total limits of subsidized and unsubsidized loans should never exceed \$57,500.

## **Federal Direct PLUS Program**

It provides loans to parents of dependent students and to graduate or professional students. Students must be enrolled at least half-time. Financial need is not a requisite to apply for this loan. Eligibility is evaluated according to the applicant parent's credit history and the cost of attendance. They are not subsidized or have a minimum annual amount. Parents may apply for deferment while their son or daughter is enrolled at least half-time. In addition, the parent can request deferment to start making payments 6 months after their son or daughter retires from the university. (Interests accrue.)

## **Federal Family Education Loan (FFEL) Programs**

Long-term loans secured by the state or nonprofit guaranty agencies. The Federal Government guarantees repayment of these loans if the student cannot make the required loan payments.

- Federal Grant Programs
- Federal programs that do not require reimbursement or employment from the student. These include:
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG).
- Leveraging Educational Assistance Partnership (LEAP)

## **Federal Student Aid Handbook**

The Federal Student Aid Handbook is a U.S. Department of Education publication that explains the Title IV law and federal student aid administration. In addition, this publication describes how an institution can be eligible and maintain eligibility to participate in these programs. You can read the Handbook at

<https://fsapartners.ed.gov/knowledge-center/fsa-handbook>.

## **Federal Supplemental Educational Opportunity Grant (FSEOG)**

The Campus-Based Program that provides grants to eligible students who demonstrate exceptional financial need, are enrolled in eligible programs and have not yet achieved an associate or bachelor's degree. The priority of the FSEOG grant is to award funds to students with an exceptional financial need and receive the Federal Pell Grant.

## **Federal Work-Study Program (FWS)**

A program that provides part-time employment in-campus for undergraduate or graduate students who need the earnings to help meet their costs of attendance that are not covered in other financial aid.

## **Financial Aid Administrator or Director**

An individual employed by an institution to manage federal financial aid programs.

## **Financial Aid Awarded under Federal Title IV**

Federal financial aid programs for students enrolled in academic institutions authorized under Title IV of the Higher Education Act (HEA) of 1965, as amended. These programs, managed by the U.S. Department of Education, include:

- Federal Pell Grant
- Federal Supplementary Educational Opportunity Grant (FSEOG)

- Federal Work-Study Program (FWS)
- Federal Perkins Loan
- William D. Ford Federal Direct Loan Program
- [Robert C. Byrd](#) Federal Grant Program
- Teacher Education Assistance for College and Higher Education (TEACH) Grant

### **Financial Aid History**

Support data included in the SAR/ISIR processed through the National Student Loan Data System (NSLDS). The data show aid received by students, as well as overpayments, paid loans and/or outstanding payments, among other data.

### **Financial Aid Transcript (FAT)**

A document previously used by academic institutions to collect a student's Title IV data and financial aid received in other academic institutions.

### **Financial Need**

The method used to determine the student's Student Aid Index (SAI) to defray education costs.

### **Free Application for Federal Student Aid (FAFSA®)**

A federal application which must be completed by a student who wishes to receive financial aid, and their spouse or their family.

### **FSA ID**

A personal identification number that allows access to personal information in various USDE systems. It is similar to a PIN number and must be kept secure and private.

A student or parent who has not received their PIN can create one at <https://studentaid.gov/fsa-id/sign-in/landing> .

### **Full-Time Student**

An enrolled student carrying a full-time academic workload, as determined by the Institution. At the UIPR, the minimum academic workload required to consider an undergraduate student as a full-time student is 12 credits per academic year.

At institutions that measure progress in clock-hours, a full-time academic workload is 24 hours a week. For more information, read the Federal Student Aid Handbook.

**-G-**

### **Graduate or Professional Student**

A student who is enrolled in a program or course above the baccalaureate level.

**-H-**

### **Half-Time Student**

The Institution determines the criteria a student must satisfy to be considered a half-time student. At the UIPR, the minimum academic workload required to consider an undergraduate student as a half-time student is 6 to 8 credits per academic term.

No student enrolled solely in correspondence study is considered more than a half-time student.

**-I-**

### **Independent Student**

For the 2025-2026 academic year, a student qualifies as an independent student if they answer YES to any of the following questions:

- Was the student born before January 1, 2002?
- To date, is the student married? (Answer Yes if the student is separated, but not divorced.)
- At the start of the 2025-2026 academic year, is the student enrolled in a master's or doctorate degree program (i.e., a master's degree in art, business administration, or a doctorate degree in medicine, law, philosophy, education, or a post-graduate certification)?
- Does the student have (or will have) children who depend in part on the student between July 1, 2025, and June 30, 2025?
- Does the student have dependents other than their children or spouse who live in the student's household and depend in part on the student between July 1, 2025, and June 30, 2026?
- Is the student currently serving on active military duty in the Armed Forces of the United States for other than training purposes? (If the student is a voluntary recruit of the Reserve or National Guard, are they currently serving in active duty for other than state duty or training purposes?)
- Is the student a veteran of the Armed Forces of the United States?
- Was the student an orphan, in foster care, or a ward of the court at any time when they were 13 years of age or older?

Has a court of competent jurisdiction in the student's state of legal residence determined that the student is an emancipated minor or in legal guardianship of someone other than their biological or adoptive parents? (Answer Yes if the student is currently an adult but had a legal guardian or was an emancipated minor immediately prior to attaining the age of majority.) Answer No if the court documentation says "custody" instead of "guardianship".)

At any moment on July 1, 2025 or later has (a) the student's school or school district's homeless student office, (b) the director of an emergency shelter or transitional housing program financed by the U.S. Department of Housing and Urban Development, or (c) the director of a homeless youth center determined that the student is an unaccompanied youth who is homeless, self-supporting or at risk of homelessness?

**-L-**

### **Lifetime Eligibility Used (LEU)**

The sum with which the USDE identifies the Eligibility Used percentages for Pell Grant recipients. The maximum a student may receive is the equivalent of 12 full-time semesters, or 6 scheduled awards. The USDE's Common Origination and Disbursement (COD) system tracks a student's Pell LEU percentage.

**-N-**

## **Needs Assessment**

The method used to determine the student's Student Aid Rate (SAI) to defray education costs.

## **Net Price Calculator**

An online tool that provides estimated net price information to current and prospective students. Net price is defined as the cost of attendance minus the average yearly grant and scholarship aid.

**-O-**

## **Overaward**

A condition that exists when a school awards financial aid to a student that, in combination with the resources available to that student, exceeds the difference between the Student Cost of Attendance (COA) and the Student Aid Index (SAI).

## **Overpayment**

Any amount of aid paid in excess of the student's eligible amount. An overpayment can be the result of a cost of attendance (COA) or SAI: **Student Aid Index:** It can also occur if there is a change in the student's tuition costs, the student withdraws from school, or there is a change in the student's financial situation. However, as for Federal Work and Study funds (which is paid for hours worked), no refund will be required. The student must repay any excess funds received, unless adjustments to the student's aid could be made during subsequent payment periods within the same academic year.

**-P-**

## **Packaging**

A school's process for determining the type and amount of assistance (loans and grants from all sources, as well as the Work-Study Program) that will be offered to a student.

## **Private Institution, Nonprofit**

An institution organized as a nonprofit corporation under its corresponding tax jurisdiction. Nonprofit institutions do not have the purpose of making revenue or paying dividends to shareholders. A Board of Trustees governs this type of institutions. Normally, they are incorporated following a charitable, educational, cultural or scientific mission.

## **Professional Judgment**

A provision in the law that allows financial aid administrators to make adjustments to a student's (or a caregiver(s) or independent dependency status to adjust for a student's cost of education (COA) components or to adjust data elements for the calculation of the Student Aid Index (SAI). The exercise of professional judgment can increase a student's eligibility for financial aid. Professional judgment can only be used on a case-by-case basis, and the reasons must always be documented in the student's file.

-S-

### **Satisfactory Academic Progress (SAP)**

A proportion determined as satisfactory between approved courses and attempted courses, measured with qualitative and quantitative standards. By law, Title IV participating institutions must create policies to supervise students' SAP. The U.S. Department of Education has published minimum standards to create these policies.

Schools must verify their students' SAP at least once per academic term and must document it for each disbursement period.

### **Semester**

A way to measure the length of an academic period. A course has a minimum of 30 weeks of instructional time. A semester provides at least 15 weeks of instructional time and full-time enrollment has a minimum of 12 semester hours per term.

### **Student Aid Report (SAR)**

This report is the result of data submitted electronically by educational institutions. Summarizes the information provided and provides the student with information on the Student Attendance Index (SAI). This number is required for the calculation or analysis of need. This report cannot be used as a document for corrections.

-T-

### **Term-Based Program**

A study program that measures progress in semesters, trimesters or bimesters.

### **Three-Quarter Time Student**

An enrolled student who is carrying a three-quarter time academic workload, as determined by the Institution. At the UIPR, the academic workload required to consider an undergraduate student as a three-quarter time student is 9 to 11 credits per academic term.

-U-

### **Unusual Enrollment History (UEH)**

A student's unusual pattern of enrollment.

U.S. Department of Education (USDE)

Federal entity responsible for managing the laws and funds related to elementary, secondary, post-secondary and vocational education. It is also responsible for creating, modifying and/or changing the regulations for managing federal education funds. It has administrative judges that allow entities to appeal the USDE's decisions. The USDE is part of the President's cabinet, who names the Secretary of Education.

-V-

### **Verification**

The process under which an applicant's FAFSA® information is selected by the Department or a school and determined to be accurate or inaccurate. To complete the verification process, the student, their parents or their

spouse must provide certain documents for revision to the school. If the information does not match with the FAFSA® information, the verification may result in changes to a student's eligibility to receive financial aid and/or financial aid offers.

**Verification, Sections to Verify**

The sections or items subject to verification. Institutions must only verify the sections required by the USDE. Verification may extend to other sections at the discretion of the Financial Aid Administrator.

**Verification (Tolerance)**

It is the difference amount permitted between the submitted data and the verification process. If the error total is less than the maximum tolerance during a given year, the applicant's information needs to be corrected. See Verification.

## CAMPUS DIRECTORY

### Aguadilla

Phone: (787) 891-0925

Admissions Phone Number: Ext. 2101, 2102

<https://aguadilla.inter.edu>

### Arecibo

Phone: (787) 878-5475

Admissions Phone Number: (787) 878-5195

<https://www.arecibo.inter.edu>

### Barranquitas

Phone: (787) 857-3600

Admissions Phone Number: (787) 857-3600  
2055, 2011

<https://www.br.inter.edu>

### Bayamón

Phone: (787) 279-1912

Admissions Phone Number: (787) 279-1200

### Fajardo

Phone: (787) 863-2390

Admissions Phone Number: (787) 860-3100

<https://fajardo.inter.edu>

### Guayama

Phone: (787) 864-2222

Admissions Phone Number: (787) 864-7059

<https://guayama.inter.edu>

### Metro

Phone: (787) 250-1912

Admissions Phone Number: (787) 765-1270

<http://www.metro.inter.edu>

### Ponce

Phone: (787) 284-1912

Admissions Phone Number: (787) 841-0110

<https://ponce.inter.edu>

### San Germán

Phone: (787) 264-1912

Admissions Phone Number: (787) 892-3090Ext.

<http://sg.inter.edu>

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