

## Term and Conditions for Students in Receipt of US Federal Financial Aid (Title IV Aid)

### Conditions of Loan Acceptance

#### Study Off Campus

The US Department of Education (USDE) have advised that Degree programmes which involve study outwith the University of Aberdeen through a formal arrangement (Written Agreement) with another institution must satisfy the following conditions in order to remain eligible for Federal Aid:-

- For study located outside of the USA, the institution does not have to be approved to participate in the Federal Aid (Title IV) Programme
- For study located in the USA, the institution must be a participating and approved Federal Aid (Title IV) School
- The study abroad period must account for no more than 25% of the total length of the programme of study.
- Agreement that the Host institution will sign the Consortium / Contractual Agreement with the University of Aberdeen.

Information about our existing Partnership and Consortium agreements with can be found here:

Where can I go? <https://www.abdn.ac.uk/study/undergraduate/where-can-i-go-3067.php>

This will mainly affect our PG Research students, but **all** students must be aware of this regulation - you are prohibited under USA Federal Regulations from returning to the United States to undertake fieldwork, research, a placement, an internship, or externship or to write your thesis.

The only exception to this is if you undertake independent research in the United States during your dissertation (write-up) phase of a doctoral program under the guidance of faculty and the research can only be conducted in the United States. Please note that prior approval must have been given by the Financial Aid Office and you can only do this for a maximum of one academic year. This does not affect your right to return to the US for vacations.

#### Change to Terms of Study

As a condition of our eligibility to participate in the Direct Loan Programme, the University is obliged to notify the USDE of **any** change to your terms of study throughout the academic year such as periods of off-campus, withdrawal, suspension, early submission of thesis, transfer to part-time etc which may result in an overpayment of your loan. It is your responsibility to notify the US Loan Administrator in advance of any formal change to your study terms.

Your eligibility and assessment for loan payments (the amount showing on your Loan Confirmation Letter) has been based on the information showing in your academic record which is that you will be studying on-campus in Aberdeen during the start and end dates stated on your Loan confirmation letter. Unless you have already advised us, your loan has also been assessed on the understanding that you have not been awarded any scholarships to help with tuition fees and maintenance. If this is not the case, you need to notify the US Loan Administrator now.

## **Tuition Fee Payment**

You will not be required to make any advance payment for tuition fees if the value of your loan covers the full cost. A payment plan will be put in place automatically to allow you to pay tuition fees in 2 or 3 instalments to coincide with the payment dates showing on your Loan confirmation letter.

If your borrowing is not at a sufficient level to cover the cost of your tuition fee, you are required to make a minimum 50% payment when completing Online Registration. A payment plan will be put in place automatically to allow you to pay the remaining 50% of your tuition fees in 2 or 3 instalments to coincide with the payment dates showing on your Loan confirmation letter.

## **Parent PLUS Loans**

Surplus payments from Parent PLUS loans will be refunded directly to the student to be used for living expenses. If your parent wishes any surplus payment from Parent PLUS loans to be refunded to them, please email [usaloans@abdn.ac.uk](mailto:usaloans@abdn.ac.uk) at least 2 weeks before the disbursement date on the Loan Confirmation letter.

## **Loan Payment & Exchange Rate**

We use Convera as our bank for processing your loan payments when the money is released by the US Treasury. Convera will use a mid-exchange rate and other banks may offer better rates. We have no plans to change our payment processing and your loans will be paid according to the rate Convera offer on the day your loan is released.

If you are unsure about any part of this section, please email the US Loan Administrators ([usaloans@abdn.ac.uk](mailto:usaloans@abdn.ac.uk)) with any questions you may have.

## **Student Agreement**

By accepting this financial aid offer, you are agreeing to undertake the following:

- To remain a full-time enrolled student in good academic standing.
- To meet all remaining financial obligations in a timely manner.
- To notify the university if I withdraw from my courses or programme.
- I will not undertake any part of my studies off campus unless it meets the eligibility requirements.
- To maintain Satisfactory Academic Progress.  
<https://www.abdn.ac.uk/students/finance/us-federal-direct-loans.php#panel2207>
- To notify the university of any other financial assistance.
- To not study or take any courses not eligible for US Federal Title IV Direct loan programs.