

**Policies for the
Office of
Student Financial
Aid**

Subject

Budgets (O)

Office of Student Financial Aid/Scholarships

August 2015

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Cost of Attendance is determined for each award period based on cost set by the Louisiana Association of Financial Aid Administrators budget committee, an average cost for on Campus housing and actual charges per term for tuition and fees.

Estimated Budgets for students who attend Northwestern State University are based on full-time enrollment status prior to NSU tuition and Fees being assessed for the term. Once charges are assessed for the term, budgets are recalculated for all previously budgeted students. If a budget is first being created for a student and tuition and fees have already been assessed, a recalculation process is not needed since the initial calculation will use the actual fees assessed. After the 14th class day reports will be reviewed to manually update less than half-time enrolled student's budgets that have some type of federal fund awarded. Students with a SCHOL budget only and less than halftime will not be adjusted.

Housing status is divided into three categories: on campus, off campus and off campus with parents. Housing status is determined using information supplied by the student when completing the FAFSA. Should a student leave the housing information blank, or not complete a FAFSA, the Financial Aid office will assume on campus status.

Adjustments to a student's budget may be made to housing and transportation components once the student provides proper documentation of housing status if the budget has been previously calculated. Other adjustments can be made through Professional Judgment processing.

All non-scholarship budgets are frozen after the 14th class day for the term. Any changes to a budget after the 14th class day must be made manually.

Students who have some type of non- federal award (institutional, 3rd party, etc.) must have a Scholarship budget awarded. Scholarship Budgets can be added manually or through the automated budgeting process if the non-federal fund has previously been awarded. The Scholarship Budget components are calculated the same as on On-Campus student.