

Office of Admissions and Financial Aid
University of Pittsburgh School of Medicine
518 Scaife Hall
Pittsburgh, Pa 15261
412-648-9891

TERMS AND CONDITIONS GOVERNING MEDICAL STUDENT FINANCIAL AID

1. Need-based grants at the University of Pittsburgh School of Medicine is limited to those applicants who demonstrate financial need. Financial need is determined from information supplied by the student (student's spouses), the student's parent(s), on the Free Application for Federal Student Aid (FAFSA), Need Access, and as verified by the required supporting documents. Awards are made within the limits of program eligibility, institutional policy, the applicant's outside sources of aid and the availability of funds.
2. Need-based grants depend on the generous contributions from individuals, foundations, and organizations. At the time the student receives a need-based award, he/she is **required** to write a letter of thanks. **Students are expected to write these letters as a condition for receiving scholarships and/or need-based assistance and must be received by the Financial Aid Office before aid is credited to the account.**
3. Adjustments and Overawards: Federal regulations require that financial aid not exceed the student's documented financial need. To comply with guidelines and regulations concerning overawards, the Financial Aid Office must have accurate information regarding any financial assistance a student may have received or anticipate receiving in the form of grants, scholarships or other loans during the academic year. Providing this information to the Financial Aid Office in a timely manner will reduce the risk and consequences of being overawarded. Please keep in mind that any additional sources of aid may change your aid and/or loan eligibility. Students are required to report any additional source of funding to the financial aid office within 30 days of notification of the award. Our policy is that we will first attempt to reduce your loan eligibility so that there is no affect on scholarship resources offered to you by our school. However, note that the total combined scholarships awarded from both the University and any outside agency cannot exceed the total Cost of Attendance. Therefore, it may be necessary for our office to decrease your scholarship(s) from the University so that your total funding does not exceed your total cost of attendance.
4. Changes in Financial Circumstances: If significant changes in the student's / family's financial circumstances occur during the academic year and the needs analysis document no longer accurately reflects the family's financial status, a written notification explaining the family's change in income should be provided to the Office of Financial Aid for review within 30 days.
5. Appeal Procedure: A student may appeal a decision made by the Office of Admissions and Financial Aid regarding an award amount, a calculation of need, satisfactory progress determination, an adjustment or a repayment request. The appeal must be in written form and contain documentation of any special circumstances which may directly affect the student's financial situation. All appeals should be addressed to the Executive Director of Admissions and Financial Aid.

6. Satisfactory Academic Progress: Satisfactory academic progress or probationary status must be maintained for continued consideration for financial assistance at the University of Pittsburgh.

7. Financial aid proceeds must be used solely for meeting direct education costs and related living expenses.

8. Fiscal responsibility is of the utmost importance to students pursuing a medical education. Students in default status on prior educational loans are ineligible for scholarship, grant or loan assistance awarded by the University of Pittsburgh School of Medicine. Students who are currently in a pre-claim or default status of their educational loans are encouraged to contact their lending institution to seek resolution. All debts incurred prior to attendance at the University of Pittsburgh School of Medicine remain the responsibility of the student. Please keep in mind that negative credit ratings may cause ineligibility for some student aid programs.

9. Loan Counseling Provisions: To ensure that student borrowers understand their rights and responsibilities and before the Financial Aid Office can credit institutional or federal loan funds to a student's account, the student is required to complete an entrance interview or entrance counseling. Upon completion of study or termination of attendance, all student loan borrowers are required to attend a debt management counseling/exit interview with the Office of Admissions and Financial Aid. In addition, recipients of institutional loan funds are required to complete an exit interview or counseling with the Office of University Collections.

10. Unit Loan Concept: To ensure that high-need students have priority for scholarship funds, a unit loan is offered to meet financial need to students before determining eligibility for need-based assistance. Students who are offered need-based assistance will be awarded a unit loan in addition to the need-based award. A student who elects to decrease the amount of loan offered to them may not be eligible for need-based funding if they are borrowing less than the \$25,000 unit loan.

11. The University of Pittsburgh School of Medicine's need-based assistance is awarded each academic year and is not automatically renewed. Each year a student is required to reapply for financial assistance.

12. These policies are subjected to change. They are operative for the current year and represent no commitment beyond the current year.

13. Any intentional false verbal or written statements or misrepresentations made to the Office of Admissions and Financial Aid will cause financial aid awards to be voided; disbursed funds recovered, and may subject an individual to prosecution through federal, state or local law which may result in fines, imprisonment or both. Simultaneously, the same conduct may also subject the individual to University discipline procedures. Knowingly furnishing false information to the University or other similar forms of dishonesty in University regulated affairs, as well as forgery, alteration, destruction or misuse of University documents, records, identification cards or papers, may also subject the individual to dismissal or expulsion from the University, independent of charges for violation of federal, state or local laws.