



Financial Aid Study Abroad Counseling Form

Student Name: _____ MUID: 901 _____

General Information

- Students may receive financial aid when participating in a Marshall University sponsored study abroad program for which Marshall University awards academic credit and the credits earned will apply towards the student's plan of study/program.
- Once approved by the Office of Study Abroad for participation, the student will be registered for the approved credits by the Study Abroad Coordinator at Marshall University for the given term for enrollment certification and financial aid eligibility purposes.

Financial Aid Application Procedures for Study Abroad

- To request financial aid to study abroad, students must file the [Free Application for Federal Student Aid \(FAFSA\)](#) by April 15 prior to the planned semester/term of study abroad.
- All financial aid requirements must be satisfied.
- Complete and submit the [Marshall University Financial Aid Study Abroad Counseling](#) (found at www.marshall.edu/sfa) and [Study Abroad Course Credit Approval](#) (obtained from the Office of Study Abroad) to the Office of Student Financial Assistance (SFA) prior to studying abroad.
- To complete your [Financial Aid Study Abroad Counseling](#), schedule an appointment with a financial aid counselor by emailing sfa@marshall.edu or calling 304-696-3162.

Costs & Financial Aid

- Students are responsible for learning which financial aid programs can be used for study abroad and the criteria that must be met for continued financial aid eligibility upon return from study abroad.
- Federal student aid is available to students who participate in an approved study abroad program.
- State and institutional financial aid may also be available to students studying abroad, but there are instances when certain state and institutional financial aid programs cannot be awarded to pay for educational expenses abroad.
- Students participating in one of the [Marshall Exchange Programs](#) are responsible for paying Marshall University for tuition and fees in addition to any other study abroad fees.

Which Financial Aid Programs Can Be Used to Study Abroad?

	Federal Grants & Loans	WV PROMISE*	WV Higher Education Grant	Other State Aid	Marshall Tuition Waiver Scholarships & Grants	Marshall Non Tuition Waiver Scholarships
Exchange Programs	Yes	Yes	Yes	Yes	Yes	Yes
Faculty-Led Study Abroad	Yes	No*	Yes	Yes	No	Yes
Affiliate Study Abroad	Yes	No*	Yes	Yes	No	Yes

*Students who qualify for WV PROMISE Scholarship and who cannot use the scholarship to study abroad must request to defer their scholarship for the next semester or academic year by contacting West Virginia Higher Education Policy Commission, Division of Financial Aid, 1018 Kanawha Blvd. East, Suite 700, Charleston, WV, 25301, 304-558-4618 or 1-877-987-7664. Failure to make this request could disqualify you for future WV PROMISE Scholarship eligibility.

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- Students studying abroad in [Faculty-Led Programs](#) or other [affiliate study abroad programs](#) are responsible for paying tuition directly with those programs or institutions in addition to any other study abroad fees.
- Students who require additional financial assistance (typically student loans) to cover travel expenses to study abroad may request consideration of additional financial aid by completing an Appeal for Student Cost of Attendance Budget Adjustment Form (found at www.marshall.edu/sfa) and submitting it to the Office of SFA.

Credit Hours and Course Schedule Changes in Relation to Financial Aid While Studying Abroad

- If the student's planned and previously approved coursework abroad changes, the student must communicate with the Study Abroad Coordinator, who will consult with the Office of Admissions, to ensure the proposed courses taken abroad will transfer in and count toward the student's degree.
- Credit equivalencies when studying abroad can vary. One credit hour in the United States may not be equivalent to one credit hour at another university in a foreign country. This is important to understand to ensure enough credits are earned for aid renewal.
- Students are responsible for working with the Study Abroad Office, which will consult with the Office of Admissions, to ensure full-time enrollment is maintained and that students receive transfer credit hours as anticipated.
- If enrollment status changes from full-time to less than full-time while studying abroad, the financial aid awarded for the period of enrollment can also change.
- Various scholarships require students earn a minimum cumulative GPA and complete a minimum number of credit hours during the academic year for scholarship renewal. Students are responsible for ensuring GPA and enough transferable credits are earned while abroad to meet required renewal criteria.

Timing of Disbursements for Studying Abroad

- Students' financial aid for studying abroad will not disburse until 10 days prior to the start of the term abroad, which is not necessarily the same date as when Marshall University releases student aid.

Official Academic Transcript Submission Requirement

- Upon completion of studying abroad, students must *immediately* request their official academic transcript be sent from the Registrar at the host institution to Marshall University, Office of Admissions, Attn: Coordinator of Study Abroad Coordinator, One John Marshall Drive, Old Main 102, Huntington, WV, 25775.
- Students' financial aid will not disburse for the next term of enrollment until the Marshall University Office of Admissions has received and evaluated the student's official academic transcript from the study abroad institution. An Academic Transcript Requirement will be added as an Unsatisfied Financial Aid Requirement to remind the student the official academic transcript from the host institution is needed before financial aid for future semesters can disburse.

To be completed by student:

☐ **By checking this box and signing this form I certify that I read and understand the information provided on this Financial Aid Study Abroad Counseling Form. I agree to regularly check my Marshall University email and to notify the Office of Student Financial Assistance immediately if I drop to less than full-time enrollment or totally withdraw from my host institution.**

For Office Use:

Student Signature

Date