

The Office of Student Financial Aid

Award Letter Tutor – Understanding Your Financial Aid Award

This document is intended to provide the student with a simple step-by-step tutorial for understanding the important elements of the financial aid award letter.

1 Academic Year Award Letter

Date of Printing

Student Name
Address
City Data

UTEP ID Number

Salutation,

The Office of Student Financial Aid is pleased to offer you the awards shown below. Awards are based on full time enrollment and will be adjusted **2** downward each registration period according to the actual number of hours registered. Be aware some awards require full time enrollment. This letter is for your information only. For further award information, refer to the information sheet included or www.utep.edu/financialaid.

3 Award(s)	4 Fall Term	5 Spring Term	6 Fall and Spring Total Awards
Award 1 Name	Amount of Award 1 for fall term	Amount of Award 1 for spring term	Sum of fall and spring term Award 1 amounts
Award 2 Name	Amount of Award 2 for fall term	Amount of Award 2 for spring term	Sum of fall and spring term Award 2 amounts
Total Award(s)	Sum of Award 1 and 2 for fall	Sum of Award 1 and 2 for spring	Total of Awards for fall and spring terms

Your Financial Need for the Academic Year was determined by the following:

1. Cost of Attendance	7
2. Total Contributions (Parent and/or Students) -	8
3. Total Resources -	9
4. Need (1 - 2 - 3) =	10

Please read all enclosed documents (front and back). Your award package may include a student loan. Remember that accepting one is optional. If you consider borrowing a Federal Student Loan, it is to your advantage to borrow conservatively and if you have a choice, borrow a Federal Subsidized (Sub) Loan first. The interest on the subsidized loan is paid for by the federal government while you are enrolled at least half-time. The interest on the unsubsidized (Unsub) loan begins to accrue when you receive it.

Award Letter Guide:

- 1 “Academic Year” is a 12 month period that begins August and ends July of the following year. NOTE: Fall and spring financial aid are awarded together. Summer financial aid is awarded separately in April.
- 2 Award letter amounts are based on full time enrollment. If a student enrolls less than full time financial aid will be adjusted:
 - a. Full time means 100% of financial aid will be paid
 - b. Three Quarter time means 75% of financial aid will be paid
 - c. Half time means 50% of financial aid will be paid
 - d. Less than half time means 25% of financial aid will be paidPlease view individual awards for their enrollment requirements.
- 3 The “Awards” column indicates the financial assistance accessible through the Office of Student Financial Aid being offered to students: federal, state, and institutional grants, loans, and workstudy. Please be advised: loans are part of the financial aid programs and fall under all rules and regulations.
- 4 “Fall Term” is considered the first term/semester of the academic year. This term begins late August and ends mid-December.
- 5 “Spring Term” is considered the second term/semester of the academic year. This term begins late January and ends mid-May.
- 6 “Fall and Spring Total Awards” reflects the amount for late August to mid-May. A student who is interested in loans and would like to accept a portion of the loan being offered can do so. Example: if a student is offered \$3,500 in a loan and would like only \$500 for fall term and \$500 for spring term, should accept \$1,000. If this student accepts only \$500 they will receive \$250 fall term and \$250 spring term.
- 7 “Cost of Attendance” is a budget that reflects the cost of living and the cost of attending UTEP during late August to mid-May. This includes: tuition and fees for 12 hours; books and supplies; room and board; transportation; and personal/miscellaneous expenses. Direct costs for attending UTEP are tuition/fees and books/supplies.
- 8 “Total Contributions (Parent and/or Student)” is the Expected Family Contribution (EFC) calculated by the U.S. Department of Education. The EFC is calculated by using all data elements collected on the FAFSA.
- 9 “Total Resources” include other financial assistance the student may be receiving not accessible through the Office of Student Financial Aid. This may include scholarships, tuition assistance, participant support, Veteran’s assistance, and others.
- 10 “Need” is the “Cost of Attendance” not covered by family contributions or other resources.

Note: All awards on this award letter are based on fund availability and a student’s Satisfactory Academic Progress eligibility.