

TERMS AND CONDITIONS OF FINANCIAL AID

- You must notify the Financial Aid Office of any outside grants, scholarships or tuition reimbursement you are entitled to for the academic period covered by this award letter. These resources may reduce your eligibility for financial aid.
- Approved financial aid will be deducted from your bill. If your financial aid exceeds your bill, you will receive a refund from the Cashier's Office, or you may use grant funds (excluding APTS and loans) as credit to purchase books in the College bookstore.

Visit www.sunysuffolk.edu (click on Financial Aid) for complete descriptions of all financial aid programs.

IMPORTANT! You must take the following steps to ensure your loan and TAP are credited to your tuition bill.

In order for your **Federal Stafford Loan** and/or **NYS Tuition Assistance Program (TAP)** grant to be applied as credit to your tuition bill, you must complete the steps below *at least three weeks prior to your tuition payment due date*. If steps are not completed early enough, you will be responsible to make any required payment to hold your class schedule. Fall tuition bills are issued in early July and are due in early August; spring tuition bills are issued in early December and are due in early January.

LOANS: If this award letter indicates an offer of a **Federal Direct Subsidized and/or Unsubsidized Stafford Loan**, in order for it to be applied to your bill you must:

1. Accept or decline your loan(s) on the student portal (MySCCC) accessed through the College website at www.sunysuffolk.edu (select My Financial Aid, then Accept Award Offer).
2. All first-time Suffolk County Community College borrowers must go to www.studentloans.gov to complete the **mandatory** Loan Entrance Counseling and sign a Master Promissory Note (MPN), if not previously done in either of the last two academic years while attending Suffolk.

NYS TUITION ASSISTANCE PROGRAM (TAP) GRANT: If your award letter indicates you have an Estimated TAP award and you intend to enroll full-time (12+ credits) for the fall and/or spring semester, you must:

1. Apply for the NYS TAP grant at www.tapweb.org.
NOTE: This step is not necessary if you have previously applied for TAP using the link when completing FAFSA on the Web and have already received email notification from NYS Higher Education Corporation of receipt of your application.
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FEDERAL WORK-STUDY PROGRAM (FWS): If this award letter includes a FWS award you must:

1. Accept or decline your Federal Work Study (FWS) on the student portal (MySCCC) accessed through the College website at www.sunysuffolk.edu (select My Financial Aid, then Accept Award Offer).
2. Upon acceptance of this award offer, you must contact the Career Services Office on your campus for a placement appointment.
Ammerman Campus – (631) 451-4049; Eastern Campus – (631) 548-2672; Michael J. Grant Campus – (631) 851-6876

IMPORTANT NOTE: Job availability is limited and FWS placements are made on a first-come, first-served basis with no guarantees. If you wish to resume work in the same department in which you previously worked, contact Career Services for procedures.