

**Financial Aid Services**

P.O. Box 6000, Binghamton, NY 13902-6000  
(607) 777-2428 FAX: (607) 777-6897  
Student Services Wing-Room 109

<http://bingfa.binghamton.edu>

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## **Financial Aid Information for Non-Matriculated Undergraduate and Graduate Students**

### **BASIC INFORMATION:**

Students who are NOT currently enrolled in a degree-earning program ( **non-matriculated** ) are not eligible for most types of financial aid. To be “matriculated” means that you have applied for **and** been accepted into a program of study to earn a specific degree.

### **Sources of Federal Financial Aid available to non-matriculated students:**

In special cases, non-matriculated students may apply and qualify for **loan** eligibility. The William D. Ford Federal Direct Student Loans **are possible sources of aid available to non-matriculated students**. Loan eligibility must be within the aggregate loan limits as an undergraduate student, regardless if you take undergraduate or graduate coursework. In addition, parents of dependent students can borrow under the Federal Direct Parent PLUS Loan Program, if credit approved.

### **Requirements for Federal Loan Eligibility as a Non-Matriculated student:**

- Must receive prior academic approval for planned coursework.
- Must enroll for a minimum of six credits in courses that are prerequisites for entry into a degree program at Binghamton University or another Institution.
- Be a U.S. citizen or permanent resident.
- Must have completed a 2009-10 Free Application for Federal Student Aid (FAFSA).
- Must complete the attached “Non-Matriculated Status Certification Form” and return it to Financial Aid Services.
- If taking prerequisites for admission to another institution, signature is required for approval of federal aid. (Additional documentation may be required.)

**Please note:** In addition to the above federal loan options, students can apply for alternative loans from a private lender (credit approval and specific lender rules may apply).

Eligible non-matriculated students may receive loans for **one consecutive twelve-month period**. If the student is unable to matriculate into a degree-earning program at the end of the twelve-month term of eligibility, he/she will no longer be able to receive additional loans. Once the student becomes matriculated, he/she may continue to receive loans and may also be eligible for other types of aid.

## Procedures for completing the Non-Matriculated Status Form:

If you are an **Undergraduate Student**:

Step 1. Complete Section A.

Step 2. Send the form or take it, in person, to one of the following academic representatives for completion of Section B:

If interested in Decker School of Nursing, take this form to: Fran Srnka-Debnar

If interested in Harpur College, School of Management, College of Community & Public Affairs, or Watson School of Engineering, take this form to: **Roni O'Geen**, Continuing Education and Summer Programs in the Public Service Programs Center.

If applying for admission at another institution, this form must be signed by an Academic Advisor at the perspective institution.

Step 3. After the form has been reviewed and completed, it is routed to Financial Aid Services for final review and determination of loan eligibility.

**Please Note:** Step 3 cannot be completed before Steps 1 and 2.

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If you are a **Graduate Student**:

Step 1. Complete Section A.

Step 2. Send the form or take it, in person, to the Director of Graduate Studies (within the department you are interested in) for completion of Section B.

If applying for admission at another institution, this form must be signed by an Academic Advisor at the perspective institution. Go to Step 4.

Step 3. After the form is reviewed and completed by the Director of Graduate Studies, send the form or take it in person to the Graduate Office for approval and signature. **Please Note:** Step 3 cannot be completed before Steps 1 and 2.

Step 4. After the form has been approved and completed, it is routed to Financial Aid Services for final review and determination of loan eligibility. **Please Note:** Step 4 cannot be completed before Steps 1 through 3, as applicable.

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**2009-10 Non-Matriculated Status Certification Form  
For Undergraduate or Graduate Students**

**Section A:**

Print Student's Name \_\_\_\_\_  
Student's Date of Birth \_\_\_\_\_  
Banner ID \_\_\_\_\_

Intended major \_\_\_\_\_ Intended degree \_\_\_\_\_ Undergraduate \_\_\_ Graduate \_\_\_

**Eligibility for student loans as a non-matriculated student is limited to one consecutive twelve-(12) month period. I intend to register for the following number of credits --**

**Summer 2009 \_\_\_\_\_ Fall 2009 \_\_\_\_\_ Spring 2010 \_\_\_\_\_  
and the courses listed below.**

**Please list the specific prerequisite courses for which you plan to register for the semesters indicated on the front of this form.**

**SUMMER 2009**

Course number	# of Credits	Course Title
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**FALL 2009**

Course number	# of Credits	Course Title
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SPRING 2010**

Course number	# of Credits	Course Title
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**I certify that I intend to register for the specific courses listed in Section A, and I am aware that failure to register and complete the courses specified in Section A may result in loss of loan eligibility. I certify that my intention is to matriculate in a degree program at Binghamton University or \_\_\_\_\_ (other Institution).**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date



