

**Financial Aid & Student Records**

P.O. Box 6000, Binghamton, NY 13902-6000  
(607) 777-2428 FAX: (607) 777-6897  
Admissions Center-Room 112

website: <http://bingfa.binghamton.edu>  
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## **Financial Aid for Non-Matriculated Students**

### **BASIC INFORMATION:**

**Students who are admitted in a non-degree (non-matriculated) program may be eligible for federal student loans and/or alternative private education loans, if approved.**

Note: "Matriculated" means you have applied for **and** been accepted into a program of study to earn a specific degree. If you are a matriculated student at another institution, you are not eligible for aid as a non-matriculated student at Binghamton University.

### **Federal Direct Student Loans**

If, according to current academic policies, the courses you intend to take are required as **prerequisites for admission** in a degree program at Binghamton University or another institution, you may be eligible to receive federal direct subsidized or unsubsidized student loans. Loan eligibility must be within the federal aggregate loan limits as an undergraduate student, regardless if you are taking undergraduate or graduate coursework. Eligible, non-matriculated students may receive loans for one consecutive twelve-(12) month period only as follows up to the following:

\$2,625 maximum per 12-month period, dependent undergraduate students  
\$8,625 maximum per 12-month period, independent undergraduate students  
\$12,500 maximum per 12-month period, graduate students

If the student is unable to matriculate into a degree-earning program at the end of the twelve-month period of eligibility, he/she will no longer be eligible to receive any federal loans. Once the student becomes matriculated, he/she may continue to receive federal loans and may be eligible for other types of aid.

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

- Receive prior academic approval for planned coursework.
- Enroll for a minimum of six (6) credits in **approved prerequisite coursework** for entry into a degree program at Binghamton University or another Institution.
- Complete a Free Application for Federal Student Aid (FAFSA) for the applicable aid year.
- Complete the attached "Non-Matriculated Status Certification Form" and obtain the required academic representative signature(s). Note: form is semester specific and must be submitted at the beginning of each semester loan funding is being requested.
- Return completed and signed form to Financial Aid & Student Records, Admissions Center – Room 112.

### **Alternative Private Loans**

In addition to the above federal loan option, non-matriculated students may also apply for alternative loans from a private lender (credit approval and specific lender rules may apply).

## 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: Sara Delmar

If interested in Harpur College, School of Management, College of Community & Public Affairs, or Watson School of Engineering, take this form to Harpur Advising, OH-110, Jill Seymour.

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

Step 3. After the form has been approved and completed, submit or forward to Financial Aid & Student Records for final review and determination of loan eligibility.

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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 Department Representative/Faculty Advisor, send the form or take it in person to the Graduate Office for approval and signature by the Assistant Dean.

**Please Note: Step 3 will not be completed until you complete Steps 1 and 2.**

Step 4. After the form has been approved and completed, submit or forward to Financial Aid & Student Records for final review and determination of loan eligibility.

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## Non-Matriculated Status Certification Form

### Section A:

Student's Name (print) \_\_\_\_\_ B-number \_\_\_\_\_

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

**Eligibility for student loans as a non-matriculated student is limited to one consecutive twelve-(12) month period. Please list the specific prerequisite course(s) you are registered for during the semester indicated:**

**Semester:** \_\_\_\_\_

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

**I certify that I am registered for the above listed courses, and am aware that failure to complete these approved courses will result in loss of loan eligibility. I certify that my intention is to matriculate in a degree program at Binghamton University or \_\_\_\_\_ (other Institution), and I am not currently a matriculated student at any other institution.**

**I also understand that this form is to secure loan funding for the specific semester listed above. If I plan to attend the next (consecutive) semester as a non-matriculated student and need additional loan funding, a separate form is required for that semester to determine eligibility, once registered.**

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

\_\_\_\_\_  
Date

**Section B:** This section is to be completed and signed by the appropriate academic representative(s).

\_\_\_\_\_ According to current academic policies, the courses noted in Section A **are required** as prerequisites for admission in a degree program offered at:

Indicate which one applies: \_\_\_\_\_ Binghamton University  
\_\_\_\_\_ **Other Institution\*** (please list school below)  
\_\_\_\_\_

**\*Note: A statement confirming courses listed in Section A are prerequisites is required from the other Institution, and must accompany this request.**

\_\_\_\_\_ According to current academic policies, the courses noted in Section A **are not required** as prerequisites for admission in a degree program offered at:

\_\_\_\_\_ Binghamton University  
\_\_\_\_\_ Another Institution (please enter school below)  
\_\_\_\_\_

### **Undergraduate students**

Decker School of Nursing students: see **Sara Delmar**  
Harpur College, School of Management, College of Community & Public Affairs, or Watson School of Engineering students: Harpur Advising, OH-110, **Jill Seymour**.

\_\_\_\_\_  
Academic Representative Signature

\_\_\_\_\_  
Date

**Graduate students:** See Dept. Representative/Faculty Advisor and Assistant Dean

\_\_\_\_\_  
Dept. Representative or Faculty Advisor    Date

AND    \_\_\_\_\_  
Assistant Dean, Graduate School

\_\_\_\_\_  
Date

**Updated: 2016-17**