



GENERAL PRINCIPLES OF HARTFORD SEMINARY'S FINANCIAL AID PROGRAM DEGREE PROGRAMS

General Principles:

1. Since funds are limited, every attempt will be made to distribute aid as equitably as possible on the basis of need and academic merit.
2. Only matriculated Degree Program (M.A. and D.Min.) students and Islamic Chaplaincy Program students are eligible for financial aid. Special Students, Ph.D. students, Graduate Certificate Program students, and Auditors are **not** eligible for financial aid.
3. The amount given for financial aid will not exceed 60% of the total tuition cost incurred by the student for the academic year to which the application applies. The aid that is given will be pro-rated over the academic year, according to the student's credit load.
4. Financial aid given by Hartford Seminary can only be applied to tuition costs incurred at Hartford Seminary.
5. In order to maintain eligibility for financial aid, students must maintain better than a "B-" average and be current in all other costs/bills associated with their studies at Hartford Seminary which are not covered by financial aid.
 - A student with exceptional circumstances regarding satisfactory performance and timely payment of bills may petition the Financial Aid Committee for alternate consideration. The Financial Aid Committee must be confident of a guarantee of improved performance and payment of outstanding debts to the Seminary, or the student will not be eligible for future aid.
6. Please attach a copy of your most recent IRS 1040 federal tax return form. **Please note: No financial aid application will be processed without a copy of this form.** Students who have not filed a US tax return in the previous two years must submit alternative documentation that outlines their income for the past 12 to 18 months—e.g., a tax return from another country, W-2 forms, bank statement, etc.—and a paragraph explaining why a US tax return has not been filed.
7. The deadline for financial aid applications and requests is the 1st of June *prior* to the start of any given academic year in September. If funds remain in the budget after September, financial aid applications submitted after this deadline will be considered.
8. First round applications are processed during the month of June. Students will be notified by letter of the decision on their request for financial aid. Award letters generally go out the last week of June.

Remove this sheet and keep it for your records