



## EGS Financial Aid Manual 2019–2020

For EGS students participating in the U.S. Federal Direct Loan Program

These instructions apply to EGS students in both divisions: Division of Philosophy, Art and Critical Thought (PACT) and Division of Arts, Health and Society (AHS).

### OVERVIEW

This document presents instructions for U.S. students applying to Federal Student Aid (FSA) to obtain a student loan to attend The EGS in the academic year 2019–20.

The academic year 2019–20 begins on September 1, 2019, and ends on August 31, 2020. All academic years at The EGS begin on September 1 and end on the following August 31. There are no other official academic calendars in use at The EGS.

To apply for funds to attend The EGS in 2019–20, students must use the Free Application for Federal Student Aid (FAFSA) form and the Master Promissory Note (MPN) for award year 2019–20. It is a requirement of FSA that the award year of the application forms and the academic year for which funds are being requested are the same. Forms for one year cannot be used for a different year of attendance.

The academic year 2019–20 includes the PACT session in Malta in October 2019 and the PACT session in Bergamo and Saas-Fee in July/August 2020. It includes also the AHS Spring School in Malta in April 2020 and the AHS sessions in Saas-Fee in June/July 2020 and July/August 2020.

The PACT session in Malta in October 2020 and the AHS Session in Malta in November 2020 are in the 2020–21 academic year. So they require an FAFSA and MPN for the next award year: 2020–21.

Please observe that the only federal student loan program in which The EGS participates is the Direct Loan Program. The EGS does not participate in the PLUS loan program. At present, all Direct Loans for students working at the graduate level are unsubsidized.

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(Note: First-year PACT students are welcome to choose the October 2020 session in Malta as their first session. Those who do are welcome as well to choose the summer 2021 session as their second session, even though it will occur less than a full year after October 2020 in Malta.

However, for loan students there is a financial obstacle that we cannot eliminate. The October 2020 session is part of the 2020–21 academic year, as is the summer 2021 session. And, FSA gives only one loan per academic year. So, a student attending the October 2020 session in Malta would not have another loan available until the following October session – October 2021. Students are invited to attend in both October 2020 and the summer 2021, but obviously, for loan students another source of funding would be necessary in the summer.

We apologize for the complications in this situation. Schools do not control the timing and availability of government loans. We wish to offer EGS students the maximum opportunity for flexibility in their scheduling so that their attendance can be set to best suit their needs and circumstances. We also want to be as clear as we can about the limitations on U.S. government-funded financial aid, so there will be no unhappy surprises later.)

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## **ELIGIBILITY**

To be eligible for a U.S. Federal Direct Loan for The EGS, you need to fulfil the following requirements:

- Have a Bachelor's Degree (or an equivalent post-secondary or graduate degree)

### **AND**

- Be a U.S. citizen, a U.S. national, a permanent resident of the United States, or able to present evidence from the Immigration and Naturalization Service that you are in the U.S. for other than a temporary purpose and with the intention of becoming a citizen or permanent resident

### **AND**

- Have been admitted this year to study either for the MA or the Ph.D. degree at The EGS, either in the Division of Philosophy, Art and Critical Theory (PACT) or in the Division of Arts, Health and Society (AHS)

### **OR**

- Be a continuing student in the PACT Division of The EGS for the academic year 2019–20 (attending courses either in Bergamo/Saas-Fee or Malta, or taking supervision off-campus for the MA or Ph.D. degree)

### **OR**

- Be a continuing student in the AHS Division of The EGS for the academic year 2019–20 (attending courses in Saas-Fee or Malta, or taking supervision off-campus for the Ph.D. degree)

## **LOAN LEVELS AND COST OF ATTENDANCE**

Student loan funds provided by FSA are required by U.S. federal law to be used only for payment of tuition and, specifically, school-related expenses. Students applying for FSA Direct Loans to attend The EGS are encouraged to check with FSA for information regarding what expenses qualify.

Please note that FSA provides only one loan per award year. Students who are considering attending more than one session in a single academic year should bear this in mind. And all EGS students should budget themselves accordingly.

## TUITION

### PACT

Tuition for PACT students in academic year 2019–20 are as follows:

Tuition Deposit upon receipt of admission first year (Ph.D. / MA / Certificate of Study / Postdoctoral Research Study): \$2,000.00

Individual Seminars for meeting degree requirements (PhD / MA / Certificate of Study / Postdoctoral Research Study): \$1,800.00 per seminar

First-year students (six-seminar package for those on US loans, Ph.D. / MA): \$10,800.00

Second-year students (six-seminar package for those on US loans, Ph.D. / MA): \$10,800.00

Certificate of Study students (six-seminar package for those on US loans): \$10,800.00

Postdoctoral Research Study students (six-seminar package for those on US loans): \$10,800.00

Third-year students (off-campus supervision, MA): \$2,700.00

Third-year students (off-campus supervision, Ph.D.): \$3,000.00

Fourth-year students (off-campus supervision, Ph.D.) \$3,000.00

Fifth-year students (off-campus supervision, Ph.D.): \$3,000.00

Elective seminars selected by matriculated students: \$1,800.00

Withdrawal Fee: \$440.00

(Note: Doctoral students are required to take three to five years to complete the program – two years of seminars and one to three years of supervision, during which they are to write their dissertations. Precise requirements for individual students will be determined by the supervisor in consultation with the dean.)

Due to FSA regulations, the PACT program must require that students who attend seminars and who take out a federal loan to cover tuition pay a full annual tuition (rather than pay for individual seminars as they go). This includes students doing their first-year MA, first-year Ph.D., second-year MA, second-year Ph.D., Certificate of Study program, and Postdoctoral Research Study program. The annual tuition is at present \$10,800.00 and covers six seminars. Individual seminars cost \$1,800.00 each, so the tuition total is the same either way. The only difference is that a single loan must be used to pay a full year's seminar load.

Students can work out their preferred seminar schedule with the dean. Even if it runs longer than two years, there will be no surcharges or additional fees of any kind relating to tuition. All students pay the same amount – \$21,600.00 at present tuition rates (\$1,800.00 per seminar) – for the required 12 seminars.

### AHS

Tuition for AHS students in academic year 2018–19 are as follows:

\$350.00 MA Application fee

\$7,535.00 MA first year (Module P, D, KS)

\$7,535.00 MA second year (Module P, D, KS)

\$6,985.00 MA third year (Module EXA-E)

Tuition for elective AHS Modules in the MA Program in academic year 2019–20:

\$7,535.00 CAS: Certificate of Advanced Studies Expressive Arts, Digital Arts and Media

\$3,822.50 Expressive Arts Practice

\$3,375.00 GH Malta: Certificate Program Expressive Global Health

\$1,810.00 Spring School Malta

Tuition for AHS students in academic year 2019–20 are as follows:

\$350.00 Ph.D. Program: Application fee

\$7,645.00 CAGS first-year first phase of the Doctoral Program

\$9,135.00 CAGS second-year first phase of the Doctoral Program incl. program review and Qualifying Fee

\$7,655.00 Ph.D. third-year second phase (off-campus supervision, Ph.D.) incl. Spring School Tuition

\$8,850.00 Ph.D. fourth-year second phase (off-campus supervision, Ph.D.) incl. Exam Fee

### MAXIMUM LOANS

If you are a student of the PACT Division of The EGS, your maximum loan amounts are (in US-\$)	If you are a student of the AHS Division of The EGS, your maximum loan amounts are (in US-\$)
<ul style="list-style-type: none"> <li>• First year: \$18,000.00</li> <li>• Second year: \$18,000.00</li> <li>• Third year / First-year supervision: \$8,700.00</li> <li>• Fourth year / Second-year supervision: \$8,700.00</li> <li>• Fifth year / Third-year supervision: \$8,700.00</li> <li>• Certificate of Study and Postdoctoral Research Certificate programs are not eligible for student loans.</li> </ul>	<ul style="list-style-type: none"> <li>• First-year MA: \$14,500.00</li> <li>• Second-year MA: \$14,500.00</li> <li>• Third-year MA: \$13,200.00</li> <li>• First-year CAGS for Ph.D.: \$15,300.00</li> <li>• Second-year CAGS for Ph.D.: \$15,300.00</li> <li>• Third-year Ph.D.: \$9,500.00</li> <li>• Fourth-year Ph.D.: \$9,500.00</li> </ul> <p>First-year, second-year or third-year MA students who take two course modules over two periods of Summer School can individually apply for an increase in the loan amount up to a maximum of \$20,000.00.</p>

Notes: Maximum loan amounts are specifically that. You can choose to borrow any amount up to the maximum. Nothing requires you to borrow more money than you wish.

All FSA loans have a federal fee deducted from them by the FSA before the funds are sent out. Therefore, the figures in the table immediately above are slightly greater than the amounts you will receive. They are, however, the amounts you will have to repay.

### APPLICATION AND PAYMENT PROCEDURES

There are a number of forms that must be completed by every student loan applicant. Only the first two need to be completed before arriving on campus.

- 2019–20 Free Application for Federal Student Aid (FAFSA – completed online)
- 2019–20 Master Promissory Note (MPN – completed online)
- A Statement of Education Purpose (completed on campus)
- A Certification Statement on Refunds and Default (completed on campus)
- An Anti-Drug Abuse Act Certification (completed on campus)
- A Statement of Updated Information (completed on campus)

## STEPS IN APPLYING FOR AN FSA DIRECT LOAN

1. First-year students must complete their applications to The EGS and be admitted into the program for which they are applying. If you are not sure about the application procedure for admission to The EGS, please contact the following people:

For the PACT Division, contact Sarah Hannis, at [admissions@egs.edu](mailto:admissions@egs.edu)

For the AHS Division, contact Brigitte Campagnani, at [administration@egs.edu](mailto:administration@egs.edu)

2. All students must complete their registration for classes or supervision for 2019–20. (If you are unaware of the complete registration procedure, please contact your school: either PACT or AHS.)
3. Go online (<https://studentaid.gov/h/apply-for-aid/fafsa>) fill out the FAFSA for 2019–20 for The EGS and submit it.

Be sure to have your tax returns with you when you fill out the FAFSA.

You will need to enter The EGS federal school code: G35183.

After completing the FAFSA, you need to print it out, sign it, and send it in.

4. Once you have completed and submitted your FAFSA for The EGS for 2019–20, go to <https://studentaid.gov> to complete the application procedure, including the signing of your MPN for The EGS for 2019–20. The website contains instructions for guiding you through the process.

For technical or other difficulties with the site, please check with the Contact Center at <https://studentaid.gov/help-center/contact>.

For detailed information about the Direct Loan program, go to: <https://studentaid.gov>.

If you have never applied for a student loan at The EGS before, you will need to complete the site's "Entrance Counselling." Otherwise, you may proceed to sign the MPN. (Even if you have completed an MPN in the past for The EGS, you must complete a new one for the new award year. Both the FAFSA and the MPN are award year and school specific.)

5. Once you have completed the loan application procedure, email both Mark Daniel Cohen, the Assistant Dean of PACT and the Chief Loan Officer for The EGS ([mark.cohen@egs.edu](mailto:mark.cohen@egs.edu)) and Tiffany Coe, EGS Financial Aid Administrator ([financial.aid@egs.edu](mailto:financial.aid@egs.edu)).

Although FSA will tell you that they notify the school when they approve a loan application, frequently that does not happen. The one way we can be sure to complete the processing of your loan with no avoidable delay is for you to notify us directly, so we can look for the loan in the system. You also will need to tell Tiffany Coe how much you wish to borrow.

## PAYMENT PROCESS AND SCHEDULE

The EGS can proceed with our part of the processing of the loan after the following steps have been completed – for first-year students, application has been made to The EGS and has been accepted; for both first-year and ongoing students, the student has registered for courses or for supervision, whichever applies; and the FAFSA and MPN have been submitted to FSA.

Generally, our loan processing begins in January of the academic year of attendance, with the exception of students attending Malta in the fall, whose loans will be processed as early and quickly as can be done.

When they become available, your loan funds will be sent by FSA to The EGS. We deduct your tuition payment from the loan amount and wire the remainder (which is referred to as your “refund”) to your bank.

Loan funds are sent by the FSA in two disbursements. The first disbursement comes to The EGS once your loan application is fully processed, with a normal wait time of up to a week. All second disbursements become available in the second half of April 2020. This is FSA policy and there is nothing we can do to hasten things, so please plan accordingly.

Each disbursement is half your loan amount, so we charge half your tuition against each disbursement. (Students attending the fall sessions in Malta are offered different arrangements, since the April disbursement comes much later than the session, making any refund from that disbursement rather useless for paying school-related expenses.)

When your disbursed loan funds arrive at The EGS, you will be emailed by Asst. Dean Cohen, who will give you a complete breakdown of what you are receiving, what you are paying, and (with the first disbursement) how much you will receive and then pay with the second disbursement. He will also request your banking information for receiving an international wire transfer. (The EGS, as a Swiss institution with a Swiss bank account, cannot accept or send checks. All fund transfers must be done by wire transfer.)

The following is the information we need for sending an international wire transfer:

- The name of your bank
- The SWIFT code for your bank
- The account number to use for sending you international wires
- Your name and your address as listed with your bank
- If necessary, the Fedwire number or IBAN (your bank can tell you if this is necessary)

Once you have affirmed that the arithmetic matches your expectations and have provided your banking information, Asst. Dean Cohen will draw down your funds from FSA, which takes a few days, and will then wire your refund to you, which will take a few more days. In all, there is usually a week to 10 days between your response and the arrival of the funds at your bank.

Please be aware that when the FSA approves your loan, they will notify you that everything is complete and ready for disbursement. Frequently, this is not the case. We often locate mistakes in the electronic data that FSA does not indicate, and this slows things down. Also, an FSA approved loan requires the school’s subsequent approval in order to proceed. So, please be patient.

## DEADLINES

All students who have been accepted into The EGS programs for 2019–20 are considered to be officially enrolled only when they have made their first tuition payment.

## PACT

Applications to the PACT division of The EGS are accepted year round.

All first-year students are required to pay the tuition deposit within 21 days of being accepted into the program. The remainder of tuition for first-year students and the full tuition payment for all ongoing students is due upon submission of registration. The deadline for registration for Malta in October 2019 is July 31, 2019, for the summer session in Bergamo/Saas-Fee is April 30, 2020, and for Malta in October 2020 is July 31, 2020.

For students taking out FSA Direct Loans, this means only that you must have submitted your loan application by the pertinent deadline – within 21 days of admission into the program for first-year students and for all ongoing students, either April 30 or July 31, whichever applies. We do not hold you responsible for the speed with which your loan gets successfully processed by FSA.

Ongoing students taking out FSA loans should submit their FAFSA and MPN by the registration deadline. Those attending the October 2019 session in Malta should submit by July 31, 2019. Those attending the summer session in Bergamo/Saas-Fee should submit by April 30, 2020, and those attending October 2020 session in Malta should submit no later than July 31, 2020. The forms for the 2020-21 academic year become available at the beginning of December 2019.

(Note: Students who have difficulties meeting the above deadlines should contact Sarah Hannis, at [admissions@egs.edu](mailto:admissions@egs.edu), to discuss available options.)

## AHS

Applications to the AHS division of The EGS are accepted year round.

Students are permitted to attend The EGS-AHS programs in Saas-Fee and Malta for 2019–20 and 2020-21 only if the payment of the application fee and tuition has been fully remitted. Proof of payment for the tuition fee must be enclosed when returning the registration form for the elected programs to The EGS office. Registration deadline for Spring School in Malta in April is March 30, 2020; for the June and July sessions in Saas-Fee are April 30, 2020; and for the fall session in Malta is April 30, 2020, with an extension under special circumstances to September 30, 2020. Also, under special circumstances, students can arrange a payment plan.

## WARNING – POTENTIAL CONSEQUENCES IF YOU FAIL TO REPAY YOUR LOAN

If you do not repay your loan according to the terms disclosed in your promissory note, you may eventually be in default on the loan. Consequences can include

- An adverse effect to your credit rating and possibly a limit on your ability to borrow for a car, home or credit card.
- A requirement to pay the entire amount of the loan, including interest, immediately.
- A withholding of your wages to pay your debt after the loan is claimed by the U.S. Department of Education.
- Inability to get additional federal or state financial aid, including student loans.
- Withholding of your federal and state tax refunds.

## FURTHER QUESTIONS

For issues related to disbursement of loan funds and the return of unneeded loans, contact:  
Mark Daniel Cohen, Email: [mark.cohen@egs.edu](mailto:mark.cohen@egs.edu)

For issues related to your loan application, contact:  
Tiffany Coe, Email: [financial.aid@egs.edu](mailto:financial.aid@egs.edu)

For issues related to tuition payment and receipts/loan deferment paperwork/coursework inquiries, contact:

For PACT and AHS Division: Brigitte Campagnani, Email: [administration@egs.edu](mailto:administration@egs.edu)

For issues related to lodging/hotel reservation in Saas-Fee, contact:  
Hotel Allalin, Email: [info@allalin.ch](mailto:info@allalin.ch)