

## FINANCIAL AID – PAYMENT DEFERMENT INSTRUCTIONS

### *Long-Term Programs*

[www.International.MissouriState.edu/EducationAbroad/](http://www.International.MissouriState.edu/EducationAbroad/)

The Payment Deferment Form for is for Missouri State University students who have been approved to participate in a fall, spring, or summer semester program with one of the following third-party program providers: **ISA, USAC, SAI, ISEP Direct, or KCP.**

The purpose of the form is to verify forthcoming aid so that the third-party program provider defers the payment deadline until after financial aid and/or scholarships are disbursed to the student. This is helpful to students because program providers require payment prior to the start of the education abroad program, but student aid is not disbursed until after the semester begins.

***The student must send this form to their third-party program provider at least three weeks prior to any payment deadline*** to confirm the amount of aid and the anticipated disbursement date.

#### PLEASE NOTE

If you receive funds from a GI Bill, Veteran's Benefits, a 529 Plan, or the Kauffman or Hagan scholarship program, please contact Education Abroad.

#### INSTRUCTIONS

- **STEP 1:** Ask your Financial Aid Advisor to complete the [Financial Aid Verification Form](#) (page 2) and return it to you. You are responsible for providing the completed form to your program provider at least three weeks prior to the payment deadline.
- **STEP 2:** Complete the [Agreement to Pay & Cancellation and Withdrawal Policy](#) (page 3) and provide it to your affiliate program provider at least three weeks prior to the payment deadline. **Your financial aid and/or scholarship funds will not be sent to your program provider. Those funds will be sent to you.** Therefore, it is your responsibility to make arrangements for payment to be sent to your program provider. This may require the assistance of a third party, e.g., your parent/guardian.

#### REMEMBER

If the cost of your program is more than the amount of aid you anticipate, it is your responsibility to pay that difference by the program providers payment deadline.

For questions, please contact the Office of Education Abroad at [EducationAbroad@missouristate.edu](mailto:EducationAbroad@missouristate.edu) or (417) 836-6368.



## STUDENT FINANCIAL AID VERIFICATION FORM

[www.International.MissouriState.edu/EducationAbroad/](http://www.International.MissouriState.edu/EducationAbroad/)

**STUDENT:** Ask your Financial Aid Advisor to complete this form and return it to you.

**I. Please list the total amount(s) of financial aid awards that the student has accepted below:**

TYPE	AMOUNT	ANTICIPATED DISBURSEMENT DATE & AMOUNT
(e.g. Stafford loan)	(e.g. \$5,000)	(e.g. August 27 / \$2,500   January 22 / \$2,500)

**SUBTOTAL**

**II. Please list the dollar amount that remains for the student to pay their short-term Education Abroad Program balance.** NOTE: Not all students will have funds remaining.

**AMOUNT**

**III. Has the student completed all necessary financial aid documents and accepted financial aid listed above?**

Yes    No

**TO BE COMPLETED BY THE FINANCIAL AID REPRESENTATIVE**

I confirm that the information provided on this form is complete and accurate to the best of my knowledge. The student is responsible for notifying the Financial Aid office of any updates or revisions to the awards listed above.

Representative's Name (please print):

Representative's Signature

Job Title

Date

Phone Number

Please scan the completed Page 2 and 3 of your Education Abroad Payment Deferral Paperwork and submit it to your program provider.

## AGREEMENT TO PAY & CANCELLATION AND WITHDRAWAL POLICY

[www.International.MissouriState.edu/EducationAbroad/](http://www.International.MissouriState.edu/EducationAbroad/)

The following Education Abroad affiliate program providers allow students to defer payment (in the amount that is verified by the Financial Aid office) until two weeks after the date that aid is disbursed: **ISA, USAC, SAI, ISEP Direct, or KCP.** Failure to make payment by that date may result in suspension from the program, restrictions from class registration, and a hold on your transcript.

If a student cancels or withdraws from their program, they remain liable for any penalties as reflected in their program provider's and Education Abroad's policies.

Student's Name (please print)

Student's Signature

Date

### RESPONSIBLE THIRD PARTY

If financial aid funds will be disbursed to a third party (e.g., parent, guardian, school administrator) and that person will be responsible for payment of your program balance fee, please complete the section below.

Name of Responsible Third Party (Parent/Guardian)

Phone Number

Email Address of Responsible Third Party

Student's Signature

Date

Please scan the completed Page 2 and 3 of your Education Abroad Payment Deferment Paperwork and submit it to your program provider