

VASSAR COLLEGE
POUGHKEEPSIE * NEW YORK 12604-0008
Office of Financial Aid

Telephone (845) 437-5320

Fax: (845) 437-5325

FINANCIAL AID PROCEDURE FOR STUDY AWAY/EXCHANGE PROGRAMS

1. For Study Abroad programs.... approval received from the Study Away Office.
2. For Domestic/Exchange programs...approval received from Office of the Dean of Studies.
3. Review the *Financial Aid Policy Statement for Students Participating in Study Away/Exchange Programs* which you received after your approval.
4. The Study Away office will notify you via e-mail when meetings will take place to complete your study away budget form. You must bring documentation of the breakdown of the cost and airfare expense for non-Vassar based programs or if airfare is not included with the program fee. For those attending domestic programs you will need to make an appointment with the Dean of Studies Office to complete the Worksheet for Financing Domestic/Exchange programs. A copy of the worksheet with accompanying documentation from the program will be sent to the financial aid office for a re-determination of your financial aid.
5. The Financial Aid Office will determine your eligibility for financial aid based on the information from the *Worksheet for Financing Study Abroad or Worksheet for Financing Domestic/Exchange Programs* and in accordance with the financial aid policy statement for study away. A financial aid award letter and accompanying documents will be sent to your campus mailbox, or to your permanent address if the semester has ended.
6. After review of your award letter and accompanying documents, please do not hesitate to contact the Office of Financial Aid if you have questions.