



Holy Family
UNIVERSITY

Money Matters

Orientation 2024

Partnership

- Financing an education is a partnership between the student, their family, and the Financial Aid and Office of Student Accounts.
- Webster defines a partner as “a person who takes part in some activity in common with another or others”.
- Our common activity is the financing of the students’ education.

Separation of Duties

- The Financial Aid Office spends the money.

Questions about the financial aid application process, checking on the status of aid, and all other financial aid questions.

- The Office of Student Accounts collects the money.

Questions about Statement of Account and amounts due to the University; book store credits; flex dollars, refunds, payment plans and general billing information.

We partner together with students and families to help finance their education.

Important Financial Aid Deadlines

- Reapplication for financial aid is required every year.
- The FAFSA for 2025-26 should hopefully be available as early as October 1st.
- Holy Family's priority filing deadline is April 1 for the following academic year.
- Students, along with parents, should be involved with completing the forms so they become familiar with them.

Outside Scholarship Searches

Internet sources for scholarship information:

www.fastweb.com

www.finaid.org

studentaid.gov

www.educationplanner.org

www.collegeboard.org

Additional Scholarships

- Students may apply for the “Named Scholarships” listed on-line and in our University catalog.
- This application process is separate from applying for other forms of financial aid.
- Applications are available on our web site, www.holyfamily.edu in mid to late October and are usually due in early December. Scholarship recipients are chosen during the Spring semester and the scholarships are used for the following academic year.

Additional Requirements

- By the end of August, Federal Work-Study (FWS) eligible students will receive an email message about finding on-campus positions. This email will be sent to their Holy Family email account. They may also review the document “How Does FWS Work at Holy Family University?”, located at the web site listed below.
- Additional forms for FWS will be required and instructions for obtaining them will be on the FWS contract (W4, I-9, Workmen’s Compensation and PA residency certification). The I-9 form requires specific original forms of identification. All of these forms are available at <https://www.holyfamily.edu/admissions-aid/financial-aid/federal-work-study-program>. Students may wish to complete these during the summer and have them ready when they begin school.
- FWS questions? Email work-study@holyfamily.edu.

Additional Requirements

- **Federal Direct Loan** recipients must complete entrance counseling prior to the loan disbursing to the account. If the entrance counseling has not yet been completed, it can be completed on-line at www.studentaid.gov, select “Loans and Grants”.

Satisfactory Academic Progress (SAP)

- Students must maintain Satisfactory Academic Progress to continue to receive any form of financial aid including student loans.
- We check SAP at the end of every Spring semester.

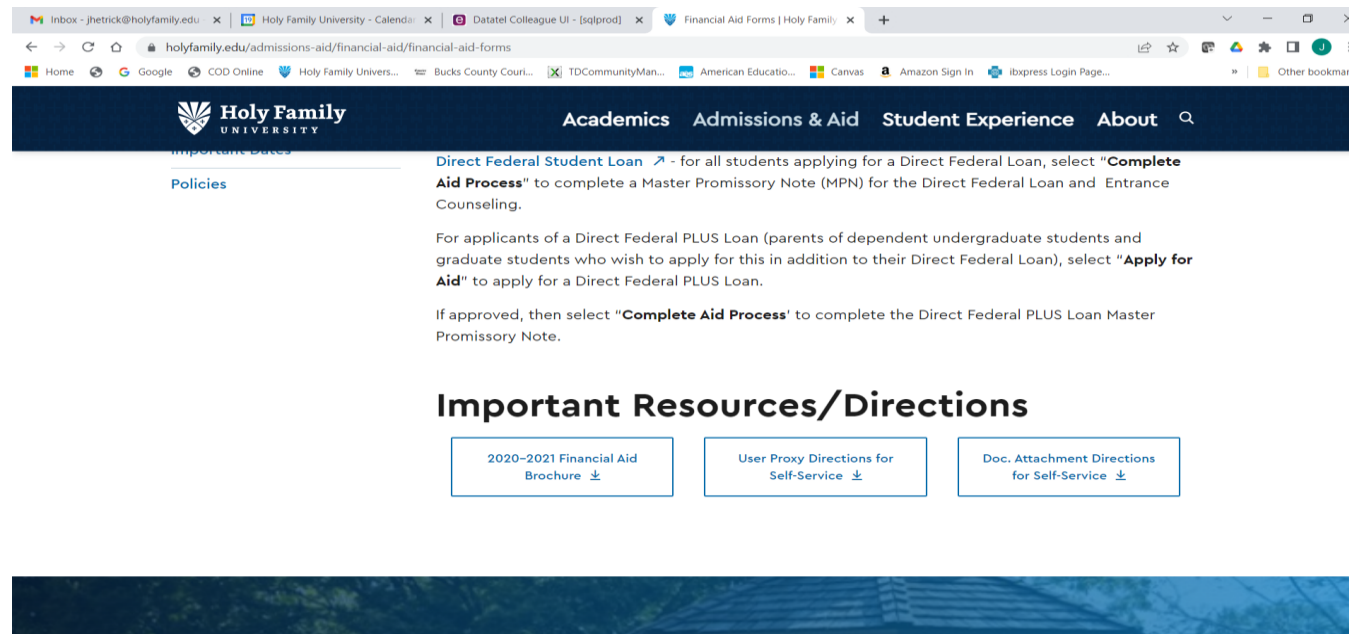
Satisfactory Academic Progress (SAP)

- It is important that you are familiar with these requirements and understand how academic performance can jeopardize a student's ability to receive financial aid in subsequent years.
- It is also important that you realize how dropping courses during the semester can also jeopardize a student's ability to receive financial aid in subsequent years.
- Detailed information about our SAP policy can be found in the University Catalog.

User Proxy

Students can authorize access for their parent(s) or third parties to view information or make payments in our system. The access is available in several areas of our website – here is one area you can find it

<https://www.holyfamily.edu/documents/user-proxy-directions:>



The screenshot shows a web browser window displaying the Holy Family University website. The browser's address bar shows the URL: <https://www.holyfamily.edu/admissions-aid/financial-aid/financial-aid-forms>. The website header includes the Holy Family University logo and navigation links for Academics, Admissions & Aid, Student Experience, and About. The main content area is titled "Direct Federal Student Loan" and provides instructions for students applying for a Direct Federal Loan or PLUS Loan. It includes a section for "Important Resources/Directions" with three buttons: "2020-2021 Financial Aid Brochure", "User Proxy Directions for Self-Service", and "Doc. Attachment Directions for Self-Service".

Direct Federal Student Loan - for all students applying for a Direct Federal Loan, select "**Complete Aid Process**" to complete a Master Promissory Note (MPN) for the Direct Federal Loan and Entrance Counseling.

For applicants of a Direct Federal PLUS Loan (parents of dependent undergraduate students and graduate students who wish to apply for this in addition to their Direct Federal Loan), select "**Apply for Aid**" to apply for a Direct Federal PLUS Loan.

If approved, then select "**Complete Aid Process**" to complete the Direct Federal PLUS Loan Master Promissory Note.

Important Resources/Directions

- 2020-2021 Financial Aid Brochure
- User Proxy Directions for Self-Service
- Doc. Attachment Directions for Self-Service

Self-Service Financial Aid

Financial Aid - Holy Family Unive x +

selfservice.holyfamily.edu/Student/FinancialAid/Home

Apps Home Google COD Online Test Datatel UI 4.5 - Datatel Coll... Bucks County Couri... Holy Family Univers... Financial Aid Forms... Pennsbury Instrume... Other bookmarks

mmouse Sign out Help

Financial Information · Financial Aid · Financial Aid Home

Welcome to Financial Aid!

Use Colleague Self-Service Financial Aid to assist in managing your Financial Aid.

Select an Award Year: 2020/2021 Academic Year

[Contact Financial Aid Office](#)

! Your most recent Satisfactory Academic Progress (SAP) evaluation has a(n) No Progress status and you may be at risk of losing your Financial Aid funding. Please contact the Financial Aid Office for assistance.

FAFSA Application

Currently, we have no federal financial aid application from you for the current year. If you are interested in applying for federal financial aid you must first:

[Submit a Free Application for Federal Student Aid \(FAFSA\)](#)

Student Finance Account Summary

Amount Due	\$0.00
Amount Overdue	\$637.00
Total Amount Due	\$637.00

[Go to Account Summary](#)

Checklist

⚠ Action Needed	Submit a Free Application for Federal Student Aid (FAFSA)
✔ Completed	Complete required documents

Resources

Form Links

Type here to search

4:19 PM 7/6/2020



Welcome to **MYHFU** HOLY FAMILY'S NEW STUDENT PORTAL

MYHFU makes finding information easy by providing students with a customizable dashboard and responsive design allowing for quick access to real-time information. **MYHFU** is designed to be simple and intuitive.

Gain quick access to:

- ▶ Financial Aid information
- ▶ Finance and Account balances
- ▶ Grades and course information
- ▶ Student Planning and course registration
- ▶ Important campus announcements
- ▶ Many other campus resources



Simply click the **MYHFU** tab from the Holy Family website and log in with your Holy Family University credentials.

If experiencing technical issues, contact:

 **Katherine Vaughan:**
kvaughan@holyfamily.edu

 **Michael McNulty-Bobholz:**
mmculty@holyfamily.edu

Billing Timelines

- Fall Semester:

Initial bill – mailed to home & available in Self-Service mid-July

Payment due by **August 15th**

2nd Bill – mailed to home after aid disbursed 3rd week of class mid-September

- Spring Semester:

Initial bill – mailed to home & available in Self-Service mid-November

Payment due by **December 15th**

2nd Bill – mailed to home after aid disbursed 3rd week of class mid-January

- Students are able to see up-to-date status of their accounts through Self Service 24/7
- Students are able to grant access to parents/guardians via User Proxy in Self Service to view statements, make payments, etc.
- Students will receive e-mail reminders and phone calls in reference to past due balances prior to the next registration period.

Invoice – Self Service



Mr. Mickey Mouse
212 Main Street
Philadelphia, ME 19114

Name	Mr. Mickey Mouse
Student ID	0060456
Total Balance	\$10,701.89
Amount Overdue	\$637.00
Amount Due 8/26/2019	\$4,880.36
Total Amount Due	\$5,517.36
Amount Enclosed	

Please return this portion of the statement to the institution, along with your payment.

Date Generated: 7/15/2019

Account Activity Summary - 2019 Fall 1 8-Week

Previous Balance (Charges before 2019 Fall 1 8-Week)	\$636.00
Charges	
Miscellaneous Charges	\$4,881.36
+ Total Charges	\$4,881.36
= 2019 Fall 1 8-Week Balance	\$4,881.36
= Total Amount Due	\$5,517.36
Future Balance (Charges after 2019 Fall 1 8-Week)	\$5,491.53
Other Balance	-\$307.00
Total Balance	\$10,701.89

Account Activity Details - 2019 Fall 1 8-Week

Miscellaneous Charges

Invoice ID	Date	Description	Amount
000425775	7/10/2019	Registration - 2019FA1	\$4,881.36
Total			\$4,881.36

Balance **\$4,881.36**

Student Finance – Self Service

Account Summary (Admin)

[View Account Summaries for Account Holders](#)



Mr. Mickey Mouse
Colleague ID: 0060456
[Change User](#)

Account Overview

Amount Overdue

\$637.00

= Total Amount Due

\$637.00

[Make a Payment \(Admin\)](#)

Total Account Balance

\$0.00

[Account Activity \(Admin\)](#)

[2019 Fall 2 8-Week](#)

\$0.00

[2019 Fall 1 8-Week](#)

\$0.00

[Fall 2019](#)

-\$1.00

Student Finance – Self Service

[Daily Work](#) • [Student Finance Admin](#) • Account Activity (Admin)

Account Activity (Admin)

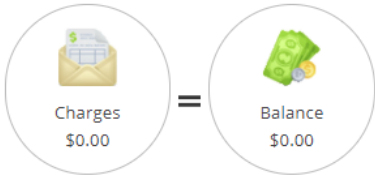
View Financial Activity for Account Holders



Mr. Mickey Mouse
Colleague ID: 0060456
[Change User](#)

Term

[View Statement](#)



[Expand All](#)

Charges	\$0.00	▼
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Payment Methods

- Debit/Credit Card (Visa/Master Card/AMEX/Discover)*
- E-Check**
- Check
- Cashier's Check
- Money Order
- Cash

* All debit/credit cards have a 2.95% convenience fee – in person, over the phone or through Self Service

** E-check only through Self Service – NO fee

Payment Methods

- Check/Money order payments can be brought to the office and dropped in a secure slot in the door 24/7. The box is checked regularly during office hours and all receipts are available in Self Service. Students will be able to obtain a receipt through their Self Service.
- Cash payments will be accepted during regular office hours.

Payment Options

- HFU currently offers 2 payment plans via CashNet Payment Plan Services
- Tuition Payment Plan Features:
 - 0% interest.
 - Nominal enrollment fee for each semester payment plan. Once you are enrolled, HFU will be notified electronically.
 - No credit check or co-signer needed (this is **NOT** a loan).
 - Payment plans are only for the current semester, not prior due balances.

Payment Options

- Payment plan 1:
 - 5 -Month Payment Plan
 - 5 month, single semester payment plan beginning on July 1 for the Fall semester or December 1 for the Spring semester.
 - There is a \$35 fee due at the time of registration for either plan.
 - Payment Plans are created via the [Student Self Service Portal](#)

Payment Plan 2:

- 4- Month Payment Plan
- 4 month, single semester payment plan beginning on August 1 for the Fall semester or January 1 for the Spring semester.
- There is a \$35 fee due at the time of registration for each of the plans.
- Payment Plans are created via the [Student Self Service Portal](#)

Account Status

- Residents will not be clear to move on campus until their account is financially secure – paid in full, covered 100% by financial aid or on a payment plan.
- All students need to have their account financially covered (either paid in full, 100% covered by financial aid, on a payment plan or a combination of these) by the end of add/drop period or a hold will be placed on their account.
- Late Fee of \$50 per month for the semester balance will be imposed on balance not paid after the due date.
- Paid in full = Total charges minus all approved financial aid.
 - Please note: Federal Work Study cannot be deducted from your bill due to the fact that you need to work and earn the money. Also, a 1.057% fee is deducted from the gross amount of the Direct Loan and a 4.228% fee is deducted from the gross amount of Direct PLUS Loans, so you may need to calculate that amount and add it to your total payment.

Other Financing Options

- PLUS Loan - apply on-line at studentaid.gov, select “Loans and Grants” to apply for the parent loan (PLUS) and complete the PLUS master promissory note if you are approved.
- Private Education Loan – information can be found at <https://www.holyfamily.edu/admissions-aid/financial-aid/loan-programs>, scroll down to “Private Education Loan Programs”.

Tiger Tag/Flex Dollars

- Students may transfer up to \$500 to their Tiger Tag from excess Financial Aid per semester for books in Holy Family's book store, as long as the refund amount is showing on their account.
- If books are in excess of \$500, a receipt from the book store is needed to have the additional funds transferred to the Tiger Tag.
- Students must send an e-mail to studentaccounts@holyfamily.edu from their Holy Family e-mail for the request and attach the receipt if applicable, or to come in person to the Office of Student Accounts (HFH 202).

Tiger Tag/Flex Dollars (cont.)

- Additional Flex Dollars can be added 3 ways: 1) through Self Service, 2) by going to <https://eacct-holyfamily-sp.transactcampus.com/eaccounts/AnonymousHome.aspx> or 3) by coming in person to Holy Family Hall, Room 202.
- Flex Dollars are able to be used in the book store, vending machines and at the Tiger Cafe and Cub Café.
- Flex Dollars stay on the student's ID and do not expire. They will be refunded at graduation, when they are no longer a student, or at the student's written request.

Direct Deposit

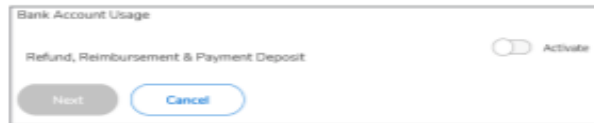
STEP 1: Log into Self Service from Holy Family's Web Site and click on the Banking Information Tab



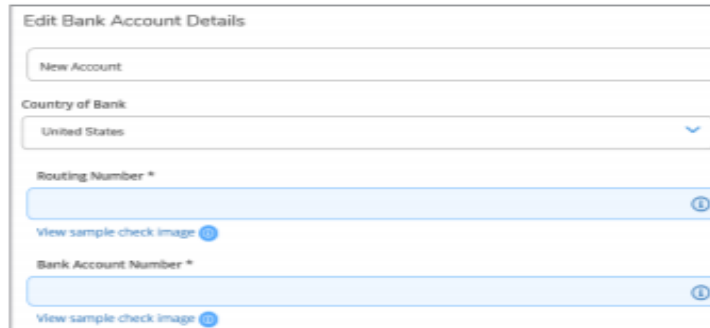
STEP 2: Click Add an Account



STEP 3: Slide the Activate Button and Click NEXT



STEP 4: Enter your Bank Information and Click SUBMIT!

A screenshot of a web form titled "Edit Bank Account Details". The form contains several input fields: "New Account" (text input), "Country of Bank" (dropdown menu showing "United States"), "Routing Number *" (text input with a help icon), "View sample check image" (link with an eye icon), "Bank Account Number *" (text input with a help icon), and another "View sample check image" (link with an eye icon).

Contact Information

- Financial Aid Office:
 - Email: finaid@holyfamily.edu
 - Phone: 267-341-3233
 - Fax: 215-599-1694
 - HFH Room 203
- Office of Student Accounts:
 - Email: studentaccounts@holyfamily.edu
 - Phone: 267-341-3202
 - Fax: 215-281-1690
 - HFH Room 202