



NOTRE DAME  
OF MARYLAND  
UNIVERSITY

COLLEGE OF  
GRADUATE STUDIES

ESSENTIAL  
CREDENTIAL

4701 North Charles Street | Baltimore, Maryland 21210 | 410-532-5317 | ndm.edu

## AFFORDING COLLEGE

Notre Dame of Maryland University offers multiple options to help fund your education. Apply and submit your FAFSA on or before deadlines to receive priority consideration for financial aid.

### Funding Sources

- **Employer billed** The University accepts tuition vouchers from employers who pay tuition bills for their employees. Attach your voucher to your registration so that we can bill your employer directly. A form letter is available from the Graduate Studies admissions office if your employer does not provide a voucher.
- **Employer reimbursement** Students must pay all fees and 15% of total tuition upon registration. The University will defer tuition payment for up to 60 days from the last class meeting of each semester. The Verification of Employer Tuition Remission Eligibility Form is available in the registrar's office or at [ndm.edu/offices-and-services/registrar](http://ndm.edu/offices-and-services/registrar).
- **Financial aid** Financial aid is a combination of federal, institutional and state resources designed to help students finance their college education.
- **Payment plans** Students who prefer to pay out-of-pocket or who do not have employer billing may split their bill into as many as four installments with our FACTS payment plan: [ndm.edu/offices-and-services/business-office](http://ndm.edu/offices-and-services/business-office).
- **Payment options** We accept online payments and payments by cash, personal check, cashier's check, Visa, MasterCard, American Express or Discover.

### Applying for Financial Aid

The Free Application for Federal Student Aid (FAFSA) is a standardized form that helps determine your eligibility for an array of financial aid.

Students interested in scholarships, grants, loans or other forms of financial aid must complete the FAFSA for each academic year, which runs from the beginning of the summer semester through the end of the spring semester. Complete the FAFSA at [fafsa.gov](http://fafsa.gov). Notre Dame's federal school code is **002065**.

Applicants planning to enroll in the ACT program should not answer "yes" to the question about pursuing master's or doctoral degree programs.

If your FAFSA application is selected for verification, you will be asked by the Office of Financial Aid to submit required documents. **Do not submit documents** unless you have been contacted by the Office of Financial Aid via email.

Financial aid forms are available at [ndm.edu/financialaid](http://ndm.edu/financialaid). Check the status of your financial aid through your personal WebAdvisor account at [ndm.edu](http://ndm.edu) > [portal](#) > [WebAdvisor](#).

### Important Financial Aid Deadlines

Priority deadlines are **February 15** for fall and summer and **November 15** for spring. Applying early helps ensure that financial aid awards are processed before the beginning of the semester. If you miss the deadline, you will need to pay the tuition bill and will be reimbursed when financial aid is awarded.

### Office of Financial Aid

**Hours** Monday – Friday: 8:30 a.m.– 4:30 p.m.

**Contact** 410-532-5369 or [finaid@ndm.edu](mailto:finaid@ndm.edu)

[ndm.edu/financialaid](http://ndm.edu/financialaid)

### Business Office

**Hours** Monday – Wednesday, Friday: 8:30 a.m.– 4:30 p.m.

Thursday: 8:30 a.m.– 6 p.m.

**Contact** 410-532-5440

[ndm.edu/offices-and-services/business-office](http://ndm.edu/offices-and-services/business-office)

### Graduate Studies Admissions Office

**Contact** 410-532-5317 or 888-472-3263

## Loans

Graduate students can secure up to \$20,500 in Federal Direct Loan funds during an academic year (fall and spring semesters with any "extra" monies to be used to cover tuition and charges for winterim and summer).

**NOTE:** Graduate students in teaching certification program are limited to \$12,500 per year (ACT program) while the Certificate of Advance Study (CASE) students can use loans for up to \$20,500 per year.

Gainful employment disclosures for students in the CASE program are located at [ndm.edu/academics/school-of-education/certificates/certificate-of-advanced-study/](http://ndm.edu/academics/school-of-education/certificates/certificate-of-advanced-study/).

The Graduate PLUS Loan can cover up to the full cost of attendance. Cost of attendance includes tuition, fees, books/supplies, transportation and miscellaneous personal expenses.

## Other Types of Financial Aid

Program	Program Details
<a href="#">Maryland Senatorial and Delegate Scholarships</a>	Need-based awards available to full-time or part-time students who are Maryland residents. Complete the FAFSA by <b>February 15</b> and enroll for at least six credits each semester. Additional details: contact your senator or delegate and visit the Maryland Higher Education Commission at <a href="http://mhec.state.md.us">mhec.state.md.us</a> . No repayment required.
<a href="#">Federal Teacher Education Assistance for College and Higher Education (TEACH) Grant</a>	Up to \$3,712 awarded in non-need-based grants for students who agree to serve as full-time teachers in a high-need field in a public or private elementary or secondary school that serves low-income students. To apply: <a href="http://ndm.edu/admissions/financial-aid/grants">ndm.edu/admissions/financial-aid/grants</a> .
<a href="#">Federal Work Study</a>	Students interested in working on campus should review online job listings and request that a supervisor contact the Office of Financial Aid to check on student eligibility and available funds.
<a href="#">Maryland Graduate and Professional Scholarship</a>	Available to Notre Dame pharmacy and graduate nursing students who meet the federal aid eligibility requirements as outlined and are Maryland residents. The average award is \$1,000 per year. Funds may not be available for all eligible students. Eligible students are awarded randomly.

## Tuition and Fees

The Business Office is responsible for billing students and collecting payments. For the most current information regarding tuition and fees, visit their website at [ndm.edu/offices-and-services/business-office](http://ndm.edu/offices-and-services/business-office).

## Financial Aid Award Letter

The Office of Financial Aid emails financial aid award letters monthly to eligible accepted applicants.

## Eligibility Requirements

- Must be a U.S. citizen or eligible non-citizen, a national or permanent resident of the U.S. or in the U.S. for other than a temporary purpose.
- Must be registered with Selective Service, if you are a male between the ages of 18 and 25.
- Must have a valid Social Security Number.
- Must maintain half-time enrollment status (6 graduate credits per semester).
- Must not be in default on a federal student loan.
- Must not owe a payment of a federal loan or grant.
- Must not have borrowed in excess of aggregate student loan limits.
- Must be admitted to Notre Dame in a qualified degree program.
- Must maintain Satisfactory Academic Progress as outlined at [ndm.edu/admissions/financial-aid/how-to-keep-it](http://ndm.edu/admissions/financial-aid/how-to-keep-it).

## Financial Aid for Living Expenses

Living expense checks will not be available to the student until enough financial aid is posted to the student account to create a credit balance. Because aid is posted on different dates according to the type of aid, students should not plan for living expense money to be available when classes begin. Students who rely on living expense money from financial aid are encouraged to apply early and to meet with a financial aid counselor to determine when the money will become available.

## Steps to Finance Your Education

1. **Apply** and be accepted as a matriculated student.
2. **Complete** the FAFSA application each year at [fafsa.gov](http://fafsa.gov).
3. **Add** [finaid@ndm.edu](mailto:finaid@ndm.edu) and [edelivery@ndm.edu](mailto:edelivery@ndm.edu) to your safe sender list.
4. **Check** with your employer to see if you are eligible for tuition benefits. An employer reimbursement form is available in the registrar's office.
5. **Enroll** in the FACTS Payment Plan offered by Notre Dame, which offers graduate students the option to pay their bills in installments. FACTS information sheets are available in the College of Graduate Studies office or online at [ndm.edu/offices-and-services/business-office](http://ndm.edu/offices-and-services/business-office).
6. **Review** external scholarship awards that are available to part-time students at [ndm.edu/admissions/financial-aid/scholarships/external](http://ndm.edu/admissions/financial-aid/scholarships/external). Generally, you must take at least 6 credits per semester.
7. **Visit** the following helpful websites:
  - [mhec.state.md.us](http://mhec.state.md.us) Maryland state scholarships
  - [fafsa.gov](http://fafsa.gov) FAFSA online
  - [ed.gov/finaid.html](http://ed.gov/finaid.html) Federal financial aid programs
  - [fastweb.com](http://fastweb.com) Free external scholarship search

**Financial aid forms** are available at [ndm.edu/financialaid](http://ndm.edu/financialaid). Check the status of your financial aid through your personal WebAdvisor account at [ndm.edu](http://ndm.edu) > **portal** > **WebAdvisor**.