Athletically Related Financial Aid Policies & Procedures

Northern Michigan University NCAA Financial Aid Policies and Procedures are coordinated and monitored by the Assistant Athletic Director for Compliance and the Director of Financial Aid. All countable financial aid is factored and monitored per NCAA financial aid equivalency limitations for each sport to ensure that all NCAA financial aid policies and procedures for renewal and non-renewal student athletes is factored and monitored in accordance with NCAA regulations.

**Athletics Grant-In-Aid**

An Athletics Grant-In-Aid is a one year agreement between the Northern Michigan University Department of Athletics and the student athlete, which stipulates the amount of athletic financial aid that the student-athlete is to receive in return for his/her participation in a sport and the obligations of both parties after the agreement is signed.

A full grant-in-aid consists of tuition and fees, room, board, and required course related books. NCAA regulations specify that student-athletes cannot accept financial aid beyond these costs, except as permitted by NCAA legislation.

All financial assistance received by a student athlete must be reported annually and be in compliance with NCAA and Conference rules and regulations. Therefore, it is important that a student-athlete on athletic scholarship notify the coach and the Assistant Athletic Director for Compliance before accepting any financial aid not awarded to the student athlete by Northern Michigan University.

**Period of Award**

Athletic aid may not be awarded for a period of more than one academic year.

**Tender of Athletic Financial Assistance**

The Northern Michigan University Athletics Departments' Tender of Financial Assistance is the document that is given to each student-athlete that is being offered athletics grant-in-aid. This Tender of Financial Assistance document must be signed by the recipient, and returned to the Department of Athletics to be official. The tender will also require a parent or guardian signature for student-athletes less than 18 years of age. Student-athletes should keep a copy of all official documents that they sign for their own records.

*Amount of Athletically Related Financial Aid:* The amount of financial aid is determined by the current coaching staff as it is reviewed and awarded on an annual basis. All amounts are awarded in the form of percentages (equivalency) of a full-ride scholarship.

*Books Included in Scholarship:* Because books and supplies are incorporated into the full-ride amount calculation, student-athletes will receive funding for books as part of the award amount.
Procedure for Issuing Initial Tender of Financial Assistance/NLI

1. Head Coach must enter all information into the CAi (first name, middle initial, last name, date of birth, social security number (or clearinghouse ID), recruit type, test scores, and full address).

2. A request for NLI/tender must be filled out and turned into the Assistant Athletic Director for Compliance for approval. Test scores and transcripts must accompany request form if the prospective student-athlete did not make an official visit.

3. The NLI/tender is prepared then signed by the Head Coach, Assistant Athletic Director for Compliance, Athletic Director and Financial Aid Office, in that order.

4. Two copies of the NLI/tender are sent to the prospect, one to be returned. Also included is a letter with instructions and any other required information.

5. When the NLI/tender is returned, a copy is sent to the conference office, a copy of the tender is sent to financial aid and the originals are filed in the prospective student-athlete file.

6. The Financial Aid Office will identify an “estimated” athletic award to the student-athlete’s financial aid file until the student-athlete has been cleared through the NCAA eligibility center and is admitted to NMU. Once cleared and admitted, the Compliance Coordinator will notify financial aid and the final athletic scholarship amount is applied to the student-athlete’s financial aid file.

Procedure for Issuing Renewed Tender of Financial Assistance/NLI

1. Head Coach must fill in updated equivalency and books offer on roster form and turn in to the Assistant Athletic Director for Compliance.

2. The NLI/tender is signed by the Head Coach, Assistant Athletic Director for Compliance, Athletic Director and Financial Aid Office, in that order.

3. Two copies of the NLI/tender are sent to the student-athlete, one to be returned, no later than July 1.

4. When a tender is returned a copy is sent to financial aid and the original is filed in the student-athlete file. Upon receipt the Compliance Coordinator will notify financial aid and the final athletic scholarship amount is applied to the student-athlete’s financial aid file.

Non-Renewals/Reduction in Athletically Related Financial Aid

Before coaches make any decision about removing or reducing an athlete’s aid, they must submit a Scholarship Reduction Form to the Assistant Athletic Director for Compliance. The Assistant Athletic Director for Compliance will then meet with the Athletic Director for approval of the reduction. The Assistant Athletic Director for Compliance will then forward any approval on to the head coaches.

Following their seasons, coaches are to meet with their student athletes individually to review the current year and to discuss the plan to increase or decrease their athletic aid or simply renew or not renew the student’s athletic assistance. The head coach of the sport will then notify the student-athlete, and copy the Director of Athletics and the Assistant Athletic Director for Compliance, in writing that they wish to remove or reduce a student-athlete’s athletic assistance, stating the reason for the removal or reduction.
The Assistant Athletic Director for Compliance will then notify the Director of Financial Aid. In accordance with NCAA regulations, Northern Michigan University's Director of Financial Aid notifies the student-athlete in writing before July 1 about the aid reduction/cancellation, and their opportunity for an appeal hearing per Athletic Aid Reduction/Cancellation Appeal Policies and Procedures.

**Athletic aid may be reduced or cancelled during the term of the award if:**

- The student-athlete becomes ineligible for intercollegiate competition;
- The student-athlete fraudulently misrepresents any information on an application, letter of intent, or Tender of Financial Assistance agreement;
- The student-athlete engages in serious misconduct warranting substantial disciplinary penalty;
- The student-athlete voluntarily withdraws from the sport for personal reasons;
- The student-athlete signs a professional sports contract;
- The student-athlete accepts money or other aid that exceeds NCAA financial aid limitations; or
- The student-athlete agrees to be represented by an agent.

**Athletic aid may not be increased, reduced or cancelled during the term of the award:**

On the basis of a student-athlete's athletic ability, performance or contribution to a team's success; or because of an injury that prevents the participant from participating. If athletic aid is to be reduced or discontinued, and the student-athlete disagrees with the decision, the student athlete may appeal the decision through the NMU Intercollegiate Athletics Financial Aid Appeal Process.

**Summer Aid**

Summer aid will be awarded in proportion to the amount of athletically related financial aid the student-athlete received during the previous academic year for tuition, fees, and books only. Student-athletes must be enrolled for their summer classes prior to May 1.

Athletic assistance cannot be used to attend summer school at another institution.

A student-athlete is not required to be enrolled in a minimum full-time program of studies during the summer.

**Post Eligibility Financial Aid**

The Athletics Department makes every effort to financially assist a student athlete if they have not graduated by the time their eligibility is complete and who have not attempted more than 150 college credits. Such assistance is overseen by the Assistant Athletic Director for Compliance.

Assistance is available for any two semesters within six calendar years from initial full-time collegiate enrollment. The amount of aid is based on the final equivalency of the student-athlete and is for tuition and fees towards courses required in the completion of the student-athlete’s first bachelor’s degree.

Qualifying student athletes shall receive their full equivalency for tuition and fees in their first semester and 50% of their equivalency for tuition and fees in their second semester.
Statement of Financial Aid

Every pre-season, student-athlete’s will be asked to declare what income they have received in the past year. This is to ensure that all income falls within NCAA regulations.