



Office of Financial Aid and Scholarship Services Course of Study Agreement for Non-Teacher Certification Programs

A Course of Study Agreement allows non-matriculated graduate students eligibility to receive Stafford and PLUS Loans. In order to qualify for the loans the student must meet the following criteria:

- The courses to be taken are necessary prerequisites for enrollment in a program leading to a degree or an approved credit-bearing certificate.
- The courses must be part of an eligible program otherwise offered by the school even though the student is not enrolled in that program.
- The student is enrolled at least half-time in these prerequisite courses.
- The preparatory courses may not be used to raise the students GPA in order to be admitted to the program.
- **A Course of Study Agreement may be used for one consecutive 12 month period.**

Example: Eddy has a bachelor's degree with a major in mathematics. He wants to enroll in a graduate computer science program. He needs 12 more semester hours of computer science coursework to meet the admissions requirements. He enrolls in courses that are part of an undergraduate degree program but because he is not enrolled for the purpose of receiving an undergraduate degree, he is not a regular student. However, because the coursework is necessary for enrollment in a graduate program, he may receive Stafford or PLUS Loans.

Students trying to enroll in a graduate or professional program may borrow a maximum of \$5,500 Subsidized Stafford loan and up to \$7,000 Unsubsidized Stafford loan*. Students in programs covered under this provision are considered 5th year undergraduates.

A student may take the preparatory classes at School A to prepare for enrollment at School B. Also, School A may require documentation from School B that these courses are required for the student's enrollment.

Please complete the following form and obtain the required signatures to apply for Course of Study funding. Submission of this form does not guarantee that the student will be eligible to receive financial aid. This request must be reviewed and approved by a financial aid advisor.

* Amount of Stafford loan and Stafford loan type based on demonstrated financial need and other information provided on the FAFSA.



Office Use Only:
Posted: _____

NAME _____ STONY BROOK ID# _____

Intended Graduate Program: _____

Planned Enrollment: _____ Semester: _____ Year: _____

Course Number	Course Name - Undergraduate Courses Only	# of Credits

Semester: _____ Year: _____

Course Number	Course Name - Undergraduate Courses Only	# of Credits

Semester: _____ Year: _____

Course Number	Course Name - Undergraduate Courses Only	# of Credits

I have reviewed this student's transcript(s) and I hereby state that the undergraduate courses outlined above are necessary prerequisites for this student to be admitted into the intended Graduate Program and that none of these courses were previously taken by the student.

Signature of Academic Official of Intended Program

Date

Full Name and Title

Phone Number or Email Address

Please submit completed form to:
The Office of Financial Aid and Scholarship Services
Room 180 Administration
Stony Brook, NY 11794-0851
(P) (631) 632-6840 (F) (631) 632-9525