



Federal Financial Aid Guide & Application Instructions

2025-26

UCLA Extension

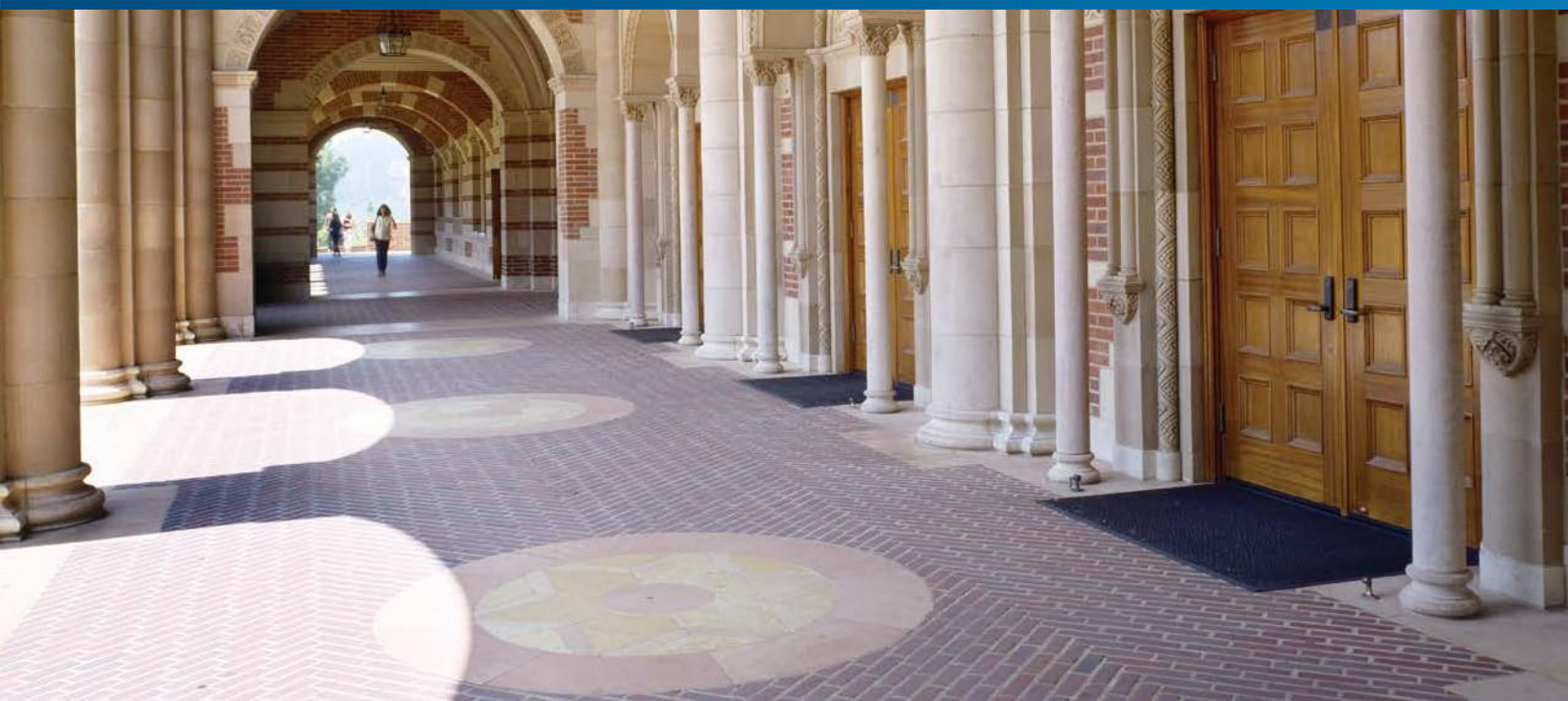


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This guide has been designed to assist you in applying for federal financial aid. The guide outlines financial aid opportunities, the criteria and process for application, and the standards for remaining eligible. We welcome your interest in studying at UCLA Extension and wish you success in achieving your educational goals. This Federal Financial Aid Guide is subject to change based on updates to Federal Guidelines.

Qualifying Programs

Federal financial aid is offered for the completion of one of the following UCLA Extension programs ONLY.

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NUMBER/FEE	PROGRAM	MAX. QTRS OF FINANCIAL AID ELIGIBILITY Satisfactory academic progress toward certificate completion requires full-time enrollment (12 units/quarter).
<i>All coursework, including elective courses, must be completed within the maximum time length designated for your certificate. Federal financial aid is not offered for students who have completed the program.</i>		
PATHWAYS LEARNING & LIFE SKILLS		
CE0439	Pathways	6
Eligibility for Federal PELL Grant only – not eligible for Federal Direct Loans		
THE ARTS		
CE0594 / \$300	Landscape Architecture Prerequisite: bachelor's degree	20
BUSINESS, MANAGEMENT & LEGAL		
CE0737	Paralegal Training Program (Graduate)	
	Daytime – 5 months	2
	Evening – 11 months	4
	Restricted enrollment, call (310) 825-0741	
	Prerequisite: bachelor's degree	
BUSINESS, MANAGEMENT & LEGAL		
CE 0736	Paralegal Training Program (Undergraduate)	
	Daytime – 5 months	2
	Evening – 11 months	4
	Restricted enrollment call (310) 825-0741	
HUMANITIES & SCIENCES		
CE0321 / \$95	Postbaccalaureate in Classics Prerequisite: bachelor's degree	6
CE0075 / \$95	Pre-Medical and General Science	8

Please note: Students who intend to pay program costs through federal financial aid for enrollment in the Paralegal Legal Training Program and/or Postbaccalaureate in Classics Programs listed above must submit a completed financial aid application by the deadline on page 6 to allow adequate time for processing (requires a minimum of six weeks). Students who do not meet the published deadline will be responsible for paying their course fees in full until their financial aid application is processed.

Types of Federal Financial Aid

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Federal Direct Lending Loan Program

UCLA Extension will be participating exclusively in the William D. Ford Federal Direct Loan Program for the 2025–26 academic year. The lender is the U.S. Department of Education rather than a bank or other financial institution.

Direct Loan Program

The Direct Loan Program consists of low-interest subsidized and unsubsidized loans funded by the federal government. Loans are available to students enrolled in an approved certificate. Loan repayment begins six months after graduation or upon dropping below half-time enrollment status.

Direct Subsidized Loans are awarded to students in an eligible approved certificate (refer to page 3) with demonstrated need. The eligibility for financial need is determined by using a federal formula. Interest is paid by the government until six months after you leave school or drop below half-time enrollment status.

Direct Unsubsidized Loans are available to all students in an eligible approved certificate regardless of need. Interest accrues begins on the date of disbursement, but the extra costs of accrual can be avoided by making regular interest payments while in school.

Subsidized and Unsubsidized Loans can be combined as long as the maximum annual and aggregate limits for the Direct Loan Program have not been exceeded (refer to loan chart, page 12).

Direct PLUS Loans require an additional credit application on www.studentaid.gov and are available to parents of dependent undergraduate students or students pursuing a graduate-level credential program. PLUS loan approval is based on credit worthiness.

Loan Origination Fees

Federal Subsidized, Unsubsidized, and PLUS loans include an origination fee which is part of the principal loan amount (the total amount to be repaid). The Department of Education deducts the origination before sending the net disbursement to UCLA.

The Federal Loan Origination Fee Calculator calculates the disbursement amount, after the origination fee to help determine the amount you should request to borrow to get a specific amount disbursed/applied to your account. Amounts are rounded to the nearest dollar.

With Direct Loans, you:

- Borrow directly from the federal government and have a single contact—the Direct Loan Servicing Center—for everything related to the repayment of your loans, even if you receive Direct Loans at different schools.
- Can access to your Direct Loan account information 24-hours a day, seven days a week, on the website www.studentaid.gov or (800) 848-0979.

To apply for Federal Financial Aid at UCLA Extension, you must submit a Free Application for Federal Student Aid (FAFSA) 2025-26 regardless of whether or not you are a new or continuing financial aid student.

A financial aid award cannot be transferred from one institution to another, nor can it be rolled over to a different award year. Federal Financial Aid funds are limited to the certificates listed on page 3 in this guide.

LOAN FEES AND INTEREST RATES

Loan Type/ Career Level	Interest Rate	Interest Rate Period	Origination Fee
Subsidized & Unsubsidized/ Undergraduate	6.39%	July 1, 2025– June 30, 2026	1.057%
Unsubsidized/ Graduate	7.94%	July 1, 2025– June 30, 2026	1.057%
PLUS (Parent and/or Grad)	8.94%	July 1, 2025– June 30, 2026	4.228%

Frequently Asked Questions About Direct Loans

Direct Lending

What happens if I am in default and/or pre-claim status on a prior Student Loan?

If your prior loan is in default or is in pre-claim status, contact your lender or guarantee agency before you complete any new loan application. All direct loan applications will be denied until repayment terms have been satisfied.

Will this affect my alternative loans?

No, this applies only to federal student loans, not private or alternative loans.

If I obtained a loan through a private lender last year, and obtain a Federal Direct Loan in the future, will I have to repay two different lenders?

Yes. Your federal Direct Loan will be serviced by the Department of Education and you will receive correspondence and payment information from the Department of Education. You will also be contacted by other lenders from whom you have obtained federal Direct Loans. However, you have the option to consolidate all your federal loans within the federal Direct Loan program or any other lender that offers federal loan consolidation loans after you graduate. When it is time to repay your loans, if you consolidate, your previous federal loans would be paid in full, and all your payments would be made to the federal Direct Loan Consolidation program. Loan consolidation can result in a different interest rate than the original loan terms. Please visit www.studentaid.gov for more information on loan consolidation.

Why don't I see my Bruin Financial Aid Offer?

Your aid offer may not be available for a variety of reasons. Some reasons can include verification select, missing documents, or you have not been admitted to program at the time of evaluation. Please check the BFA portal for missing documents or additional requirements.

Is there information available on Federal Direct Lending?

You may find the U.S. Department of Education Direct Loan website helpful: www.studentaid.gov/understand-aid/types/loans/subsidized-unsubsidized.

Federal loans must be repaid with interest. Enrollment is reported to your loan servicer once you are enrolled at least half-time and are actively attending. Definitions of "in school" can be interpreted to include electronic reports of course end dates, expected program completion dates, end of term dates, etc. We encourage you to contact your lender regarding qualifications for in-school deferments. You can locate your federal loan servicer on www.studentaid.gov.

Federal Pell Grant

Eligibility for this need-based grant is determined by your FAFSA and is based on a formula established by the U.S. Department of Education and approved annually by Congress.

Federal Pell Grants do not need to be repaid and are available to undergraduate students who have not earned their first bachelor's degree. When you file your FAFSA, you are automatically evaluated for a Pell Grant. For 2025-26, Pell grant amounts range from \$767 to \$7,395 per year. The Pell grant award is adjusted according to your enrollment status in relationship to full-time enrollment, defined as 12 or more units per quarter.

Federal Pell Grants are awarded based on need, based on factors like income and assets. Pell Grants also have a lifetime aggregate. Once Pell lifetime eligibility has been reached, students are no longer eligible, regardless of need. Students enrolling in the Pathways certificate are only eligible for Federal Pell Grants.

Short-Term Programs and Federal Grants

Short-term programs qualify for the Federal Direct (subsidized and unsubsidized) Loan programs only.

The U.S. Department of Education (ED) defines certificate programs at UCLA Extension as "short-term."

The Pathway Certificate program is eligible for Federal Pell Grants only, as it is a Comprehensive Transition and Postsecondary Program (CTP). The Pathways Certificate is not eligible for federal Direct Loans.

ENROLLMENT STATUS REQUIREMENTS FOR FEDERAL AID

Status	Undergraduate Units	Graduate Units
Full-Time	12	8
Half-Time	6–8	4–5

Priority Filing Deadlines

These dates represent the last date to submit a complete 2025-26 Federal Aid Application and receive a financial aid notice before the start of the quarter. Students may still submit an application after these date but the financial aid notice may be delayed. Applications take 4-6 weeks for processing. Please note: A complete application consists of two parts; 1. A 2025 - 26 FAFSA 2. A [UCLA Supplemental Financial Aid Application](#). (see page 8 for application process/ instructions).

PRIORITY FILING DEADLINES – ALL PROGRAMS	
Quarter	Deadline
SUMMER 2025	May 9, 2025
FALL 2025	August 5, 2025
WINTER 2026	September 19, 2025
SPRING 2026	November 21, 2025

Guidelines

1. Read carefully and follow all of the directions and steps in this Guide and Application Packet. The steps must be completed in the order outlined.
2. Make sure all of your documents are complete and accurate. Both UCLA and the federal processor will reject any application packet that has missing documents or information.
3. Turn in your completed application by the priority filing deadline. If you are eligible, funds should be available to you at the start of your program.

Eligibility

You are eligible to apply if you:

- Have earned a high school diploma or GED*.
- Are a U.S. citizen or eligible non-citizen (must be documented).
- Are enrolled in one of the approved Extension Certificates (see page 3).
- Are enrolled in at least six units of an undergraduate or four units of a graduate certificate per quarter. These courses must be specifically included in your certificate to count towards aid eligibility. Courses outside your certificate will not be included in determining eligibility.
- Are not in default on any educational loan or do not owe a refund on any state or federal student aid grant.
- Are not receiving Federal Aid at another school in the same academic year.

**If you have not completed this requirement, call your local high school for information regarding GED completion and testing schedules.*

Cost of Attendance

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The Cost of Attendance (COA) is an estimate of the total cost of attending a college or university for one academic year. The COA includes both direct costs, such as tuition, fees and required textbooks, as well as indirect costs, such as food and housing, transportation and personal expenses. The Cost of Attendance is not a bill.

The COA is an important factor used to determine the maximum amount of aid a student is eligible to receive. UCLA Extension Financial Aid Office uses the COA to calculate a student's financial need to determine eligibility for need-based aid such as the Pell grant or Federal Direct Subsidized Loan, as well as the amount of overall aid a student can receive each year. Need is determined by calculating the difference between the COA and the Student Aid Index (SAI). SAI is calculated based on the FAFSA, using information provided on the application. Factors include the student and spouse/family income and assets. The financial aid a student receives cannot exceed the COA.

2025-26 UCLA EXTENSION COST OF ATTENDANCE

Amounts listed are for a whole academic year.

2025-26 UCLA Extension Cost of Attendance		
	Undergraduate	Graduate
Food & Housing	\$18,609	\$26,091
Books, Course Materials, Supplies, and Equipment	\$1,641	\$1,817
Transportation	\$1,458	\$3,465
Personal	\$2,340	\$2,920
Health Insurance	\$3,842	\$5,571
Loan fees	\$117	\$1,044
Tuition and fees	**	**
TOTAL	**	**

***Please be aware that your actual costs may differ depending on the cost of the program you are completing.
For more information about the cost please visit our website uclaextension.edu.*

2 Steps to the Financial Aid Process

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STEP 1: FAFSA—2025-26 Free Application for Federal Student Aid

To apply for Federal Financial Aid at UCLA Extension, you must submit a Free Application for Federal Student Aid (FAFSA). You can file the 2025–26 FAFSA at studentaid.gov. Make sure you list the UCLA Federal School Code (**001315**) on your application.

STEP 2: Submit UCLA Extension Federal Aid Application

1. You may access this application with QR code below or by visiting our Website



VERIFICATION

Each year, the Department of Education randomly selects FAFSAs for an additional step called Verification. There are different types of verification, and each require additional documentation and steps before your FAFSA is confirmed and aid becomes eligible for disbursement.

If you are selected for verification, it will be noted in the Bruin Financial Aid portal. Some verification selections require in-person appearances, or submission of a notarized form, before they can be fully resolved. For this selection, students must appear in-person at the UCLA main campus Office of Financial Aid and Scholarships, located in Murphy Hall.

FINANCIAL AID OFFER

Once you have been admitted into your certificate program, your UCLA Extension Federal Aid application will begin the evaluation process. Your application will be matched with your FAFSA submission and generate a Bruin Financial Aid Offer Letter. In some instances, additional documentation is required before an aid offer can be generated.

Aid offers are located in the Bruin Financial Aid Portal which found via MyUCLA. Students will need their UCLA ID (UID) if they are creating an account for the first time. Please contact the UCLAx Office of Financial aid if you do not know your UID.

SUBSIDIZED AND UNSUBSIDIZED LOAN DOCUMENTS

Students borrowing federal Direct Loans for the first time while enrolled at UCLA Extension must complete the steps below on the FSA website, [www.studentaid.gov](https://studentaid.gov), to be eligible for disbursement.

1. Loan Entrance Counseling:
<https://studentaid.gov/entrance-counseling/>
2. Master Promissory Note is completed at:
<https://studentaid.gov/mpn/>

NOTE: Any outstanding UCLA Extension obligations you may have incurred will prevent you from enrolling in UCLA Extension courses. NOTE: If you previously enrolled at UCLA and have academic and financial holds on your student BAR account, you will not be eligible to receive financial aid through UCLA Extension.

NOTE: Students are responsible for monitoring their enrollment to ensure compliance with Satisfactory Academic Progress guidelines. Students will also be responsible for any late fees that are assessed as a result of failure to comply with UCLA Extension refund/drop policies.

Federal School Code OR Name of College and City	College City	State
001315 UCLA Los Angeles	Los Angeles	CA

*If your Social Security number on your UCLA Extension Account does not match the Social Security number on FAFSA, we will not receive your FAFSA info.

Disbursement

Direct Loans (Subsidized, Unsubsidized, and PLUS) are disbursed for each quarter in which a student is enrolled at least half-time (please see Eligibility). Information on repayment terms origination fees, taking out Federal Direct Loans and how they affect your loan amount, are located in the Master Promissory Note. For information on how you can receive your refund, please see BruinDirect below.

Note: You must be officially enrolled before your financial aid will be disbursed to you (refer to page 10, question 16). This means you must be registered in advance of your aid disbursement date for your aid to disburse.

Quarter:	On or after:
SUMMER 2025	June 23, 2025
FALL 2025	September 22, 2025
WINTER 2026	January 12, 2026
SPRING 2026	April 7, 2026

BruinDirect

All financial aid disbursements will be refunded through the UCLA Billing and Receiving (BAR) system called BruinDirect. Refunds are not overseen by the Financial Aid Office.

FREQUENTLY ASKED QUESTIONS

What is BruinDirect?

It is the electronic deposit of funds directly into personal bank accounts, which will allow you to access your money faster and more conveniently. BruinDirect can issue electronic deposits to any US bank or credit union. For Electronic Fund Transfers (EFT), please allow 3 – 5 business days from the posted disbursement date for funds to be delivered to your account.

How do I utilize BruinDirect?

Detailed instructions are located on the UCLA Extension website under Financial Aid/Federal Financial Aid

What if I do not want to utilize BruinDirect?

Your Direct Student Loan check may be mailed. Checks will be mailed within 10–15 days of receipt of processing, but no

earlier than the quarterly disbursement dates. *NOTE:* Be sure your correct mailing address is on file with the UCLA Extension Financial Aid and Student Records Offices.

When is my financial aid disbursed to BAR?

Your financial aid is disbursed to BAR approximately 5–7 days prior to the beginning of the term. You must be enrolled at least half-time, in courses included in your certificate (6 units undergraduate or 4 units graduate certificate) for financial aid to be released. Enrollment in courses not explicitly included under a student's certificate will not be reported and will not count towards federal aid disbursement. Loans will not disburse until you have completed federal Loan Entrance Counseling and a Master Promissory Note. In addition, first-time loan borrowers must complete mandatory online Debt Management Session at www.loans.ucla.edu. You must complete all required sections of the Debt Management Session.

Frequently Asked Questions

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1. Do I apply as a graduate student if I already have a bachelor's, master's, or doctoral degree?

It is **critically important** that the UCLAx Federal Financial Aid application be completed and reflect the correct program and credential level. Submissions with incorrect program or credential will significantly delay aid offers and disbursement. Students must meet certificate prerequisite(s). If you are applying for the Paralegal Training Program (Graduate), Landscape Architecture, or the Post-Baccalaureate Program in Classics, you apply as a graduate student. If you are applying for the Pre-Medical and General Science, or Paralegal Training (undergraduate track) programs listed on page 3, apply as an undergraduate student even if you already have an undergraduate degree or a graduate degree.

2. Do I need to apply for financial aid every year?

Yes, you must reapply for financial aid every year. UCLAx students must submit both a FAFSA and UCLAx Federal Aid Application each year in which they intend to be enrolled. An Aid year includes enrollment between July 1st and June 30 of the following year. To meet the deadlines, you should reapply by early spring of each year. The FAFSA opens on October 1st of the prior year and the UCLAx Federal Aid application opens late Spring quarter.

3. How long does it take to be approved for financial aid?

It depends on many factors (verification select, completeness of your aid application, when you are admitted to the program). Students will not begin the aid evaluation process until after they are admitted to the program and the UCLAx Office of Financial Aid is notified.

4. I understand that if I am 24 or older I am considered independent, but what if I am under 24 and self-supporting?

Dependency status in a student's FAFSA is determined by Department of Education guidelines, regardless of parental support of a student. FAFSA dependency is not the same as dependency on a federal IRS tax return. If a student feels their dependency status should be reconsidered, they should contact the UCLAx Office of Financial Aid to request the 2025–26 Independent Appeal Form.

5. Do I need to pay the school anything before receiving my financial aid?

Yes. You must pay your candidacy fee and course fees. UCLA Extension does not defer enrollment fees.

6. I am concurrently enrolled at two UCLA campuses Do I qualify for federal financial aid?

It depends. Students can only receive federal aid at one campus/institution. Students must determine at which campus they wish to receive their federal aid.

7. Can I apply for an Extension Grant if I am receiving Federal Financial Aid?

No. Students receiving federal financial aid are not eligible for the Extension Grant.

8. I only want to apply for the Pell Grant. Do I have to complete the FAFSA?

Yes. The FAFSA determines your overall eligibility for all federal aid and must be completed each year.

9. I went to another college, and UCLA is not listed under the school section on my FAFSA Submission Summary (FSS). What should I do?

You should make a correction to your FAFSA and add the UCLA school code (001315). You can also call (800) 433-3243 or visit www.studentaid.gov.

10. If I am attending two colleges at the same time, can I receive financial aid from both colleges?

No. You may only receive federal aid from one institution at a time. However, private loans may be available to meet any gap in your educational financing needs. Refer to the UCLA Extension website for more information at www.uclaextension.edu/financial-aid-scholarships-discounts/financial-aid.

11. How and when do I enroll in UCLA Extension courses?

You may enroll in courses six weeks prior to the beginning of the quarter. You may access the quarterly catalog via our website: www.uclaextension.edu. To enroll in courses via our website, a valid major credit card (Visa, MasterCard, American Express, Discover, or debit card) is required. For your aid to be disbursed, you must be enrolled in a minimum number of courses specifically included in your certificate program and in a minimum of six units in an eligible undergraduate and/or four units in an eligible graduate certificate. Only courses that are a part of your certificate curriculum are eligible for funding.

Special note to students enrolling in the Pre-Medical and General Science Certificate: Courses numbered in the 400, 700–900 series, as well XLC concurrent and online courses, are not eligible for funding.

12. How can I view my Financial Aid history?

You can access your federal aid history and account information by visiting www.studentaid.gov or calling (800) 433.3243.

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Address:

UCLA Extension
Financial Aid Office
1145 Gayley Avenue, Second Floor
Los Angeles, CA 90024

Phone:

(310) 825-4246

Office Hours:

8am-5pm (M-F)

Fax:

(310) 825-5686

Email:

finaid@uclaextension.edu

Website:

www.uclaextension.edu/financial-aid-scholarships-discounts/financial-aid

Appointments:

You may schedule an appointment by phone or email.

Types of Aid:

Federal Direct Loans Stafford Loans
(subsidized and unsubsidized),
Pell Grants, Veterans Benefits,
Extension Grants, Endowed Scholarships

How to Submit Financial Aid Documents—To ensure the security of sensitive information, please submit via U.S. Mail (U.S. Postal Service) or to our email at finaid@uclaextension.edu. Students returning certain verification documents should refer to the address at the bottom of the form as not all of them are processed by the UCLA Extension Financial Aid Office.

Annual Loan Amounts—Federal Direct Loans

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ANNUAL LOAN AMOUNTS—FEDERAL DIRECT LOANS		
Borrower's Academic Level	Dependent Student* Sub and/or Unsub	Independent Student Sub and/or Unsub
First Year Undergrad Student (0-36 units) <ul style="list-style-type: none"> • 1 academic year in length (3 quarters) • 2/3 academic year in length (2 quarters) • 1/3 academic year in length (1 quarter) 	\$5,500 (no more than \$3,500 subsidized)	\$9,500 (no more than \$3,500 subsidized)
Second Year Undergrad Student (37-72 units) <ul style="list-style-type: none"> • 1 academic year in length • 2/3 academic year in length • 1/3 academic year in length 	\$6,500 (no more than \$4,500 subsidized)	\$10,500 (no more than \$4,500 subsidized)
Third and Fourth Year Undergrad Student (73-108; 109+ units) <ul style="list-style-type: none"> • 1 academic year in length • Less than 1 academic year 	\$7,500 (no more than \$5,500 subsidized)	\$12,500 (no more than \$5,500 subsidized)
Graduate Student**	N/A	\$20,500

*For dependent students whose parents cannot borrow under the Federal Parent Direct Loan program, the amount under the unsubsidized program is the same as for an independent student.

**Graduate students are no longer eligible for subsidized programs effective July 1, 2012.

LIFETIME AGGREGATE LOAN AMOUNTS—FEDERAL DIRECT LOANS	
Borrower's Academic Level	
Dependent Undergraduate Student	\$ 31,000 (no more than \$23,000 subsidized)
Independent Undergraduate Student	\$ 57,500 (no more than \$23,000 subsidized)
Graduate Student	\$138,500 (no more than \$65,500 subsidized)

If you are close to your loan limits and/or have exceeded the aggregate limits, eligibility for funding will vary based on the processed results of your Free Application for Federal Student Aid (FAFSA). All discrepancies must be resolved before your eligibility for funding can be determined.

Satisfactory Academic Minimum Progress Guidelines

Qualitative and Quantitative Standards

Federal regulations require UCLA Extension to establish, publish and apply standards of satisfactory academic progress for financial aid eligibility. If you fail to meet minimum progress standards, you will become ineligible to receive financial aid until you are in compliance with the standards. If, during any quarter, you expect you cannot meet the satisfactory academic progress requirements listed, you should contact the UCLA Extension Financial Aid Office immediately.

Programs are held to a qualitative standard of a 2.0 grade point average, which applies to all courses taken for credit (letter grade), and a minimum grade of "C" in each class. It should be noted that certain programs may require a higher GPA. In such cases, your evaluation will be based on the higher GPA requirement.

The quantitative standard requires you to be enrolled in at least six units in your undergraduate program each quarter or four units in your graduate program in order to obtain funds. You must also successfully complete at least 18 undergraduate units or 12 graduate units in each year of your program. Additionally, each program has a quarter cap, i.e., the maximum number of quarters to complete a program. After the quarter cap established for one program has been reached, no further need-based financial aid will be granted. See page 3 for quarter limits.

To ensure that you meet these federally mandated minimums, plan to enroll in courses with start dates at the beginning of the quarter. If those courses are cancelled, you may have options for enrolling in other courses that will allow you to meet your minimum unit requirement. If you enroll in courses with start dates later in the quarter and those courses are cancelled, you will have few or no options to fulfill the minimum unit requirements and therefore will be held financially responsible.

Withdrawal and Cancellation

Withdrawal from a quarter in which you receive financial aid may apply as a quarter attended and may work to your disadvantage in reaching the quarter cap of your program. Cancellation of registration (prior to the first day of classes) does not apply to a quarter attended. Refund and payback of aid received is based on the date you officially withdraw or cancel.

Disqualification and Reinstatement

The Financial Aid Office monitors satisfactory progress quarterly. Progress is measured according to the number of quarters you have attended and the number of units you have successfully completed. If you have not met the requirements, you will be disqualified from receiving funds and your financial aid will be discontinued until the deficiencies are satisfied.

Financial aid eligibility is reinstated for the quarter following the quarter in which you reestablish compliance with the units-per-quarter agreement. For example, if you successfully complete all deficit units in Fall Quarter and therefore make up the deficiency, you become eligible for financial aid in Winter Quarter.

Appeals Process

If you fail to meet the satisfactory academic progress standards and are disqualified, you may appeal your disqualification.

To appeal, submit a letter and supporting documentation to the UCLA Extension Financial Aid Appeals Committee. In your letter, be sure to explain the circumstances that led to your disqualification and how they affected your ability to meet the requirements. Upon written receipt of your appeals packet, the Financial Aid Appeals Committee will review your request and inform you in writing of its decision.

Return of Title IV Funds:

Federal student aid is awarded to a student with the understanding that the student will enroll in a certificate program that qualifies for federal financial aid for the entire quarter for which they received aid. When a student completely withdraws and/or drops below half-time enrollment, the student may no longer be eligible for the full amount of federal aid the student was originally scheduled to receive.

Based on the date of your withdrawal, the UCLA Campus Financial Aid Office will calculate how much of your financial aid you "earned" from the beginning of the quarter until the date you dropped classes, including administrative cancellations, if applicable. If you received more financial aid funds than what you were entitled to, you will be required to repay federal financial aid funds received for the quarter of withdrawal to UCLA. Withdrawal may affect your eligibility to receive financial aid in subsequent quarters/terms.

Other Types of Financial Aid

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For further information on these other types of financial aid, refer to the General Information Section of the Extension catalog or go to www.uclaextension.edu/financial-aid-scholarships-discounts/financial-aid.

Extension Grant

A limited number of need-based grants are awarded by Extension to individuals not eligible for Federal Financial Aid. Up to \$400 in enrollment fees can be waived.

Endowed Scholarships

There are a limited number of these scholarships available once you have begun a program.

Veterans Benefits

If you are a veteran, we urge you to contact the Veterans Administration at www.vba.va.gov to determine your eligibility. If you are eligible, the Veterans Administration will approve courses leading to a Veterans Administration-approved certificate. For a listing of Veterans Administration-approved certificates, please visit our website at www.uclaextension.edu/financial-aid-scholarships-discounts/military-veterans-benefits. UCLA Extension programs and courses do not qualify for the Cal-Vet College Fee Waiver Program.

Private Alternative Loans

Private loans are sponsored by banks and private lending institutions, not by the federal government. The interest rate and repayment schedules varies from one lending institution to another. Eligibility is based on your income and creditworthiness. You will need to contact lenders directly to compare their service packages and determine the best provider for your specific needs. Students applying for a private loan must also submit a UCLA Extension Private Loan application for their loan to be processed and disbursed.

AmeriCorps

Each year, over 50,000 Americans of diverse age and backgrounds engage in intensive volunteer service to the country via AmeriCorps, a network of national service programs developed to meet critical needs in education, public safety, health and the environment. AmeriCorps members serve through more than 2,100 nonprofits, public agencies and faith-based organizations. They tutor and mentor youth, build affordable housing, teach computer skills, clean parks and streams, run after-school programs and help communities respond to disasters. On completion of successful service, AmeriCorps alumni can elect to be provided with an education award. Former members are eligible to use their educational award payments to pay for UCLA Extension certificates, course sequences or individual classes. For further information on AmeriCorps visit americorps.gov.

The programs, policies, procedures and fees in this guide were correct at the time of print and are subject to changes without notification.

DIRECTORY OF CONTACT NUMBERS

UCLA Extension

THE ARTS

Landscape Architecture
(310) 825-9414 Fax: (310) 206-7382

BUSINESS, MANAGEMENT & LEGAL

Paralegal Training Program
(310) 825-0741 Fax: (310) 825-9242

HUMANITIES & SCIENCES

Pre-Medical and General Science Program
(310) 825-7093 Fax: (310) 206-5066
Post-Baccalaureate Program in Classics
(310) 825-7093 Fax: (310) 206-5066

FINANCIAL AID OFFICE

(310) 825-4246 Fax: (310) 825-5686

RECORDS & TRANSCRIPTS

(310) 825-3708 Fax: (310) 825-1439

REGISTRATION/CASHIER

(310) 825-9971 Fax: (310) 206-3223

UCLA

Student Accounting Services
(Financial Disbursement)
(310) 825-9194

Student Loan Services
(Pre-Loan Debt Management Session)
(310) 825-9864

Government Agencies

Federal Student Aid
(800) 433-3243

Internal Revenue Service
(800) 829-1040

The University of California does not discriminate in the provision of services on the basis of age, race, gender, sexual orientation, creed or disability.

APPENDIX

How to obtain IRS tax information for tax return filers and non-tax filers

Beginning with the 2024-25 FAFSA, students and contributors must agree to approval and consent to use the FA-DDX in their FAFSA submission to be eligible for need-based aid (grants and/or subsidized loan funds). For students or contributors who report that they were not required to file taxes for the appropriate tax year, they must provide an IRS Statement of Non-Filer. Handwritten submissions in lieu of IRS Non-filer documents will not be accepted. Official 2023 IRS forms/transcripts may be obtained through the following:

- Website: www.irs.gov
- Telephone Request: 1-800-908-9946

Financial Aid Packet Checklist

In order to be eligible for federal financial aid, please make sure you have completed the tasks below:

- ☐ Complete the 2025–26 FAFSA (<https://studentaid.gov/h/apply-for-aid/fafsa>)
- ☐ Create a UCLA Extension account; Your SSN must be included. Confirm mailing address and email address are correct.
- ☐ Submit 2025-26 UCLA Extension Federal Aid Application See page 8 for QR code or visit our website. For
- ☐ Loan Entrance Counseling <https://studentaid.gov/entrance-counseling/>
- ☐ Master promissory note <https://studentaid.gov/mpn/>

Note: The Financial Aid Office reserves the right to request additional information at any time to process your application. Your financial aid application will be ready for evaluation of eligibility only AFTER you have completed all of the first 3 items of checklist above.



Financial Aid Office

1145 Gayley Avenue, Second Floor

Los Angeles, CA 90024

Phone: (310) 825-4246

Fax: (310) 825-5686

finaid@uclaextension.edu

uclaextension.edu/financialaid

Monday–Friday, 8am–5pm

UCLA Extension

