

# GI Bill & Financial Aid

Updated July 2016

# Apply for Financial Aid

- If you intend to apply for financial aid (federal loans, need-based opportunity grants, and work-study), you must file the [Free Application for Federal Student Aid \(FAFSA\)](#) each year.
- The FAFSA becomes available on October 1 at 6:01pm HST. Apply as soon as possible to be considered for priority funds. Need-based grants and scholarships are awarded based upon eligibility and the order of FAFSA received.
- For more information, see [How to Apply](#). If you have any questions, please contact Cyrelle White at (808)956-5502 or at [cyrellew@hawaii.edu](mailto:cyrellew@hawaii.edu)

# Apply For Your VA Benefits

- The US Department of Veterans Affairs approves applications and makes decisions about payments, issuance of checks, and eligibility.
- Apply for VA benefits using the [Veterans Online Application \(VONAPP\)](#)
- Once logged into VONAPP, complete VA-Form 22-1990 (veterans) in order to be considered for GI Bill funds. Complete VA-Form 22-1990E if you are a dependent.
- Depending on how you describe the school name, the VA may not immediately recognize it as an “approved” program. Be sure to use these exact words: Course Name: “JD Law” at School: “University of Hawaii at Manoa”. Do not enter “William S. Richardson School of Law” as the school name.
- The US Department of Veterans Affairs may take six to eight weeks to process your application and notify you of its decision concerning your eligibility for education benefits. If approved, you will receive a Certificate of Eligibility from the VA.

# Apply For Your VA Benefits

- After you receive your Certificate of Eligibility, you will need to send it to UH Manoa's Office of the Registrar. Visit [Application Process](#) for enrollment forms and instructions. You may contact them via email at [uhmva@hawaii.edu](mailto:uhmva@hawaii.edu) or call (808)956-8010. Submit this form as early as possible to avoid delays with the VA.
- Once your course enrollment is reported to the VA, you will receive a confirmation email from the VA to your Hawaii.edu account stating that your 22-1999 has been electronically received. Applicants should expect to wait approximately six to eight weeks from the date of certification for Veterans Affairs to process and send your first payment(s).

# Financial Aid Requirements

- Before your financial aid funds can be disbursed, you must complete all of the necessary requirements, including entrance loan counseling and Master Promissory Notes. For more information, see step 4 [How to Apply](#) for instructions on how to complete the loan process.
- Financial aid will not be applied to your account balance until after you register at Orientation. (For continuing students, financial aid will be disbursed ten days before the start of the semester.) Any refunds available will be generated after your account balance has been paid. All refunds will be mailed to you or directly deposited into your bank account if you signed up for eRefunds. We strongly encourage you to sign up for [eRefunds](#). You may view your charges/make payment screen to track payments and refunds at MyUH.
- August 31, 2016 at 4pm HST is the tuition payment deadline. See [http://manoa.hawaii.edu/records/pay\\_deadlines.html](http://manoa.hawaii.edu/records/pay_deadlines.html) for more information.

# GI Bill Payment

- When your financial aid disburses, it will be applied to your tuition first. The Cashier's Office will refund any leftover funds to you, and these remaining funds may be used for living expenses.
- If your GI Bill payment is received and posted to your account after your financial aid disburses, the Cashier's Office will refund you the loan funds that were previously applied to your tuition during the initial disbursement period.
- If your GI Bill payment is received and posted to your account before your financial aid disburses, it will be applied towards your tuition first. If your GI Bill payment is enough to cover the entire cost of your tuition, then the entire amount of your financial aid will be disbursed directly to you and may be used for living expenses.

# Example of Refund Process

- Student 1 receives his financial aid payment before his GI Bill funds. His financial aid breakdown is as follows for the semester:
  - Tuition: \$10,440
  - Fees: \$365
  - Living Expenses: \$9,751
  - Total: \$20,556
- Student 1's financial aid is disbursed on August 12, 2016. His financial aid pays for his tuition and fees first, and then he receives a refund in the amount of \$9,751 the following Tuesday.
- Two weeks later, Student 1's GI Bill payment arrives in the amount of \$10,805. After the GI Bill payment is applied, Student 1 receives a refund in the amount of \$10,805. This is the amount of his loans that went towards his tuition and fees when his aid was disbursed on August 14.

# Example of Refund Process

- Student 2 receives her GI Bill payment before her financial aid funds. Her financial aid breakdown is as follows for the semester:
  - Tuition: \$10,440
  - Fees: \$365
  - Living Expenses: \$9,751
  - Total: \$20,556
- Student 2's GI Bill payment arrives at the start of the semester in the amount of \$10,805.
- Student 2's financial aid is disbursed late, on September 7, 2016, because she had outstanding requirements to complete on her MyUH portal. She receives a refund for the total amount of her financial aid (\$20,556) because her tuition and fees have already been paid by her GI Bill.



# Withdrawing After Disbursement

- If you withdraw after your financial aid has been disbursed but you have not yet attended any classes, you will be able to return the full amount of your loans without incurring interest. (Students have one month after the disbursement date to return funds back to their lender.)
- Contact the law school financial aid office to have your financial aid award canceled.
- After your financial aid has been canceled, your MyUH account will show the amount that you owe.

# Repaying After Withdrawing

- To pay your bill online:
  - Login to [MyUH](#). Select View Charges/Make a Payment
  - Select Click here to access the Student Account Home Page
  - Select Make a Payment under your current account status to pay by credit or debit card.
  - Select View My Account for Each Term and print a copy for your records
- To pay by mail:
  - Make checks payable to "University of Hawai'i" and mail to:  
University of Hawai'i Cashier's Office  
Queen Lili'uokalani Center for Student Services  
2600 Campus Rd., Room 105  
Honolulu, HI 96822-2205
- To pay in person:
  - Pay by cash, check, money order, or cashier's check (no in-person credit card payment) at:  
University of Hawai'i Cashier's Office Service Windows  
Queen Lili'uokalani Center for Student Services, Room 105  
8:30 a.m. to 3:30 p.m., Mondays to Fridays excluding holidays
  - No receipts will be issued. After payment, print the View My Account for Each Term page for a summary of your semester charges.