



Consumer Disclosures For Students In Receipt Of Federal Student Aid

The relevant Consumer Information for Norwich University of the Arts ('the College'), as required by US Federal Regulations, can be found below.

Institutional and General Financial Aid Information

General institutional information can be found on [the website of Norwich University of the Arts](#). Information about the College's governance and equality and diversity information is also available [on the website](#).

Admissions information can be found in [the College's Admissions site](#) and in the College's [Student Regulations and Procedures](#). For admissions information specific to a particular course, students can contact the NUA International Office for further advice by emailing international@nua.ac.uk or by phoning +44 (0) 1603 756 249.

The Higher Education Statistics Agency (HESA) is the official agency for the collection, analysis and dissemination of quantitative information about higher education. Information on the College's completion, graduation, employment and retention rates are provided on the [HESA website](#).

To access Direct Loans to support their studies, students must complete a [Free Application for Federal Student Aid \(FAFSA\)](#) and confirm that Norwich University of the Arts is their nominated school each year. Upon receipt of the student's FAFSA information, the College will contact the student by email to confirm any additional information that is required to support the processing of their Direct Loan application. It will then undertake the process of notifying the student of their loan package for the upcoming academic year.

Details of the US Financial Aid Loan Programme available at NUA (including contact information) can be obtained from [the US Student Funding page](#) and scholarship details can be obtained from the [general finance pages for non-EU students](#). These pages include specific financial aid information for US Citizens, including for the US Department of Education's Direct Loan programmes.

Queries regarding this can be directed to the International Office directly by emailing international@nua.ac.uk.

US Student Financial Aid Eligibility and Procedures

Need-based, non-need-based government and institutional student financial assistance programs for US citizens can be accessed on [the International Student Funding webpages](#). Specific US Federal aid and US-based private student loan information is available from the College's [US Loans webpage](#).

The Terms and Conditions in force at Norwich University of the Arts for recipients of Student Loans from Title IV Federal funding and Private providers (such as Sallie Mae) are available from the College's Federal Aid Handbook, which is updated annually and available automatically upon application to the US Federal Aid Loan Programme or by contacting the International Office directly by emailing international@nua.ac.uk.

To receive Federal Student Aid students must satisfy the Federal Aid rules for eligibility and the College's rules for admission and continuation of study. The determination of the amount of the Aid package for a single academic year is capped at the value of the Cost of Attendance as determined by the College. Eligibility requirements and procedures for applying for aid are available from our [US Loans webpages](#). They are also sent out directly to students when the College receives notification of your FAFSA application or when an offer for a place at the College has been made.

Every year the College will contact all registered students who are identified by the NUA student record system as being United States citizens to confirm that the College is a participating Title IV school and that we participate in the Direct Loan Program (including Stafford Loans and PLUS loans). Candidates who are applying to the College for the first time are supplied with guidance on how to progress their US Federal Aid application.

Federal Student Aid is disbursed at the start of each term of the academic year (or as near to the start of term as possible for late applicants) and is disbursed through the means of GBP bank transfers. Students are notified of the disbursement dates and the amounts due to be disbursed at the start of the academic year. They are also notified shortly before the disbursement is made.

Students have a right to cancel their disbursements at any point prior to the disbursement date of the loan. Students also have a right to cancel up to two weeks after the actual disbursement date however, as the origination and disbursement process will involve foreign currency exchange from USD to GBP (and any post-disbursement cancellation from GBP back to USD), the College strongly recommends that the right to cancel is invoked at least one week prior to the disbursement date, before any currency exchange has occurred. Requests received later than two weeks after the disbursement date cannot be processed.

Students have the responsibility to remain in good academic standing with the College. Good-standing means that the student has maintained not infringed the [College's Student Regulations and Procedures](#), does not have disciplinary procedures outstanding, that they have maintained appropriate conduct within the student academic regulations, including attendance requirements. Section L and M provide details on unacceptable behaviour and disciplinary procedures.

Students have an obligation to progress at a satisfactory academic rate within the Federal Aid program and the College's policy on Satisfactory Academic Progress. That document is issued when students are notified of their US Federal Aid package, or on the college's [US Federal Aid website](#). Further detail is available in the College's [Student Regulations and Procedures](#).

The terms of any loans received through Federal Student Aid are available to all students through the Master Promissory Notes (MPN), and the Entrance and Exit Counselling requirements of the Federal Aid process at the College. The College requires new MPNs to be completed during each year of access to Federal Student Aid, Entrance Counselling, which is completed at the beginning of each academic year of study, and Exit counselling, which is completed before the end of the final term in the student's final year of study. These are standard platforms for informing students

of the Federal terms & conditions of their loans, provided with sample loan repayment schedules and counselled in the necessity of repaying their loans.

All US Citizens and eligible non-US nationals receiving Federal Student Aid at the College are obliged to adhere to the terms and conditions of their visa requirements as set out by the Home Office/UK Visas & Immigration. These conditions are explained to visa holders upon receipt of their visa and in advance in the College's visa guidance materials, submitted directly to candidates who accept their offer of a place at the College and who require a visa to study in the UK.

Refund Policy, Requirements for Withdrawal and Return of Title IV Financial Aid

The College's Refund Policy can be found within the current Student Fees Payment Policy (of which there is one for undergraduate students and one for postgraduate students). The latest policy is available on the University's website at [Apply for undergraduate courses | Norwich University of the Arts \(nua.ac.uk\) Fees Policy for undergraduate students and graduate students](#). Refund policies with respect to your living arrangements (e.g. rent and utilities costs) will be dependent upon any contract that was signed by the student. Information and clarification should be sought from the landlord (or their agents) and/or the relevant utility provider.

Students wishing to withdraw from the University before the completion of their studies must follow the requirements within the Student Fees Payment Policy. This requires them to complete a withdrawal form and send it to the Course Administration Office. Students should not assume that simple non-attendance will signify their formal withdrawal from the University. Contact details are provided to students prior to their enrolment.

If a student in receipt of Title IV loan funds withdraws from their programme of study or interrupts their studies by more than 180 days or falls below a full-time (at least 50%) attendance level, their loan payments will stop and the college will follow the US Department of Education's requirements for returning loan funds. The College's leave of absence – or intermission – policy is stated in the College's [Student Regulations and Procedures](#).

Once a student is considered withdrawn, the College will review the student's current loan and decide if any funds are due to be returned to the US Department of Education in line with the Return of Title IV Funds Policy. That Policy can be obtained by contacting the International Office by email: international@nua.ac.uk .

Cost of Attendance

The total Cost of Attendance (COA), and therefore the maximum amount of loan available, is the calculated cost of tuition fees plus living costs for the current academic year of study. A breakdown of the COA can be found on the [College's website](#) .

Living costs are assessed according to a local average for room rental, board (food and utilities costs), course books and stationery, travel, and personal costs. Students with exceptional additional essential costs (due to a disability, for example) can request that these be taken into consideration. To initiate that discussion, students should email fedaid@nua.ac.uk.

The College's tuition fees are publicly available. Updates to fees are announced in the spring of the year of entry. A full breakdown of fees by level of study and a breakdown of what is included in the fee calculation are available on [the College's general finance page](#).

Student Loan Information Published by the U.S. Department of Education

Prior to any origination of Direct Loans, all applicants are required to submit a digitally signed copy of the relevant Master Promissory Note. That document states the rights and responsibilities of students and schools under Title IV, HEA loan programs.

Prior to any origination of Direct Loans all applicants are required to submit a proof of completion of Entrance Counselling conducted through the Studentloans.gov website. The counselling advises on the rights and responsibilities of students and schools under Title IV, HEA loan programs. This counselling complies with all Federal Entrance Counselling requirements. This counselling complies with all Federal Entrance Counselling requirements.

Prior to any origination of Graduate PLUS or Parent PLUS Loans, all loan applicants are required to submit a digitally signed copy of the PLUS Loan Master Promissory Note, which advises on rights and responsibilities of students and schools under Title IV, HEA loan programs.

Prior to any origination of Graduate PLUS or Parent PLUS Loans all loan applicants are required to submit a proof of completion of PLUS Loan Entrance Counselling conducted on the Studentloans.gov website. The counselling procedure advises on the rights and responsibilities of students and schools under Title IV, HEA loan programs. This counselling complies with all Federal Entrance Counselling requirements.

Prior to the final disbursement within an academic year for Direct Subsidized, Direct Unsubsidized, and/or Direct PLUS Loans, students must complete and submit proof of completion of Exit Counselling, as provided on the [website](#). This counselling complies with all Federal Exit Counselling requirements.

National Student Loan Data System (NSLDS)

Details of all disbursed Direct Subsidized, Unsubsidized and Graduate/Parent PLUS Loans will be submitted to the National Student Loan Data System (NSLDS), which is maintained by the US Department of Education. This information will be accessible to guarantee agencies, lenders, and schools, determined by the US Department of Education to be authorised users of the data system.

Private Student Loan Disclosures and Preferred Lender List

The College does not endorse any particular private student loan provider located in the United States who may offer loans for study at Foreign Schools. At the date of publication, however, the College has only been made aware of a single provider: Sallie Mae. Any reference to Sallie Mae in College communications or on the College website does not mean this provider is a preferred lender – it should be seen as an example of the lenders available for US students studying overseas. In the event that other companies decide to enter the foreign aid market, they will be included in the College's FedAid Handbook, the website and communications with eligible US students.

The College will certify loan requests from Sallie Mae but only when a request to do so is received from the student and the ability to certify the request is available on the Sallie Mae secure website. Sallie Mae loans will only be certified up to the standard Cost of Attendance.

Academic Programmes, Admissions Policies and Updated Information

Prospective and enrolled students can find the most up to date information about the College's degree programmes, staff details, updates regarding facilities and plans to change or improve the academic programmes on the College's website. The College's Admissions Policies can be found on the application pages.

Transfer of Credit Policies and Articulation Agreements

Prospective and enrolled students can obtain general information on the accreditation of prior learning by contacting the International Office directly. To find out whether prior learning qualifies for accreditation for a specific course, email international@nua.ac.uk. Students can also consult the Universities and College's Admissions Service.

Facilities and Services available to students with disabilities

The Disability and Dyslexia Service exists to provide information and support for all students with disabilities. Information about the service, including contact details, can be on the Student Support website. Further details of support available is available on the general College support webpage. Additional information about the use of College facilities is available on the [College's support pages](#).

Copyright Infringement Policies and Sanctions

The College policy on copyright is issued to students directly by Library Services and via the College's intranet, a storehouse for student policies and procedures. To obtain a copy of this policy in advance, please contact library@nua.ac.uk. Students can also find the policy in the College's Student Regulations and Procedures.

Federal Copyright law does not apply in the UK, however the UK employs a Copyright law of similar standing, enforcement and penalties. This can be found at the UK Government website.

The College's policy on computer use, including file sharing restrictions, is issued to students when they enroll and it remains available on the College's intranet. That policy is available on the College's Support page and can be obtained by emailing the Information Technology Services directly: it@nua.ac.uk.

School and Program Accreditation, Approval, or Licensure

Norwich University of the Arts is a degree-awarding body in its own right. To find a full list of degree-awarding universities in the UK, visit the UK Government website.

Misrepresentation

NUA does not engage in misrepresentation, which is prohibited by US Department of Education regulations as explained here:

Misrepresentation is defined as a false, incorrect, or misleading statement made directly or indirectly to a student, prospective student, any member of the public, an accrediting agency, a government agency or the Department.

A statement is any communication made in writing, visually, orally or through other means. This definition applies to statements made by an eligible institution, the institution's representatives, or any ineligible institution, organization, or person with whom the eligible institution has an agreement to provide educational programmes or those that provide marketing, advertising, recruiting, or admissions services.

Substantial misrepresentation occurs when a misrepresentation upon which a person could reasonably be expected to rely causes harm. Substantial misrepresentations are prohibited in all forms, including those made in any advertising or promotional materials or in the marketing or sale of courses or programs of instruction offered by the Institution. An institution, one of its representatives, or a related party engages in substantial misrepresentation when it does so about the nature of its educational program, its financial charges, or the employability of its graduates.

If the U.S. Department of Education determines that an eligible Institution has engaged in substantial misrepresentation, it may impose sanctions against the institution.

Textbook Information

Recommended texts will be provided by the academic member of staff leading the unit. However, there are no required book purchases. Specific information about recommended reading should be obtained from the relevant academic department and/or the [NUA Library](#).

Privacy of Student Records – Family Educational Rights and Privacy Act (FERPA)

The Federal Family Educational Rights and Privacy Act (FERPA) does not apply within the UK. However, the UK has similar legislation designed to protect personal data called the Data Protection Act (DPA) which complies with the requirements of the European Union's General Data Protection Regulation (GDPR). The College's Data Protection policies fulfil these requirements. Data protection policies are available on [the College's support pages](#). For more details, please contact registry@nua.ac.uk.

Under the Data Protection Act, students can request a copy of their personal information which the College holds on record. Students should submit a written request to the Compliance Manager who is the Data Protection Officer by emailing dataprotection@nua.ac.uk.

A copy of the University's Privacy Statements is available [here](#). Information about data protection and privacy is provided to all students prior to enrolment

Further Information

The College makes every effort to ensure that the information published or contained on its website is accurate. We cannot guarantee that information may not be altered owing to circumstances beyond the College's reasonable control. Such circumstances include (but are not limited to) changes in Government policy (UK and/or US) or changes to applicable laws. Any

changes will be incorporated into the College's website as soon as possible. Any person wishing to get further details about any item listed in this document, to make a complaint or seek further guidance should contact the College by emailing fedaid@nua.ac.uk.

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