Financial Aid Office, Partnership Agreement

**Students can expect from the Financial Aid Office:**
- Guidance with making the best financial choices based on an individual student and family’s circumstances
- Accurate information about Financial Aid Office Policies and Procedures
- Prompt, efficient and courteous service
- A financial aid package that meets a student’s calculated need based on our institutional packaging policy
- Financial aid counselors who are always available to support and assist with all aspects of the financial aid and billing process
- Full information on our website about policies regarding application procedures, billing issues, outside scholarships, and study abroad; printable forms and important deadlines
- A confidential environment where personal and financial information will remain private
- Equitable treatment that also acknowledges each student’s individual circumstances
- Advance notice of established form submission deadlines (Posted on our website and by email notification)

**The Financial Aid Office expects from students:**
- To assume responsibility for the timely submission of financial aid documents by meeting all published deadlines
- To keep scheduled appointments with financial aid counselors
- To provide complete and accurate data and information by the published deadlines
- To efficiently communicate with and respond to communications from the Financial Aid Office
- To respond to all additional requests for financial aid information, including, but not limited to, billing issues, internship programs, other financing options
- To communicate all changes that may affect financial aid eligibility
- To take advantage of the resources and support that our staff provide

The Financial Aid Office is committed to making a Barnard education affordable to all students.