

Hutton Honors College
Hutton International Experiences Program (HIEP)
Disbursement Information & Award Requirements

Disbursement Information

- Please submit this form at the mandatory awards meeting. Late forms are not accepted and your grant will be revoked if not on file.
- You should receive your HIEP grant through your IU Bursar account; it will appear as anticipated aid in your OneStart account (*via the SIS portal*) as follows:
 - Winter Break grants will be entered in early December.
 - The full amount of Academic Year grants will be entered under Fall semester.
 - Spring Semester and Spring Break grants will be entered under Spring semester.
 - Summer grants will be entered under Summer term.
- Your grant funds will then pass into your Bursar account a week before the start of the semester in which you are going abroad, and will either be applied to your outstanding balance (if there is one), or mailed to your current local address if you are enrolled. If you have a direct deposit arrangement with IU, then your refund will be deposited directly into your checking account.
- **Important!!!** You are responsible for paying your Bursar bill in a timely manner. Please note that HIEP funds will not disburse until the beginning of the semester of your planned time abroad. If you are not enrolled or are enrolled in less than six credits, then you must notify the HHC grant coordinator (contact info below) to ensure an expeditious payment of your award.
- **Please note:** If you are packaged with need-based federal financial aid (for example, Stafford loans, Pell Promise grants), and you receive one of the Hutton Honors College's grants, awards, scholarships, or prizes, your award from the Hutton Honors College may not be paid-out in the form of cash funds (i.e., as money paid into your Bursar account), but instead, may be used by IU's Office of Student Financial Assistance (OSFA) to reduce your student loan burden or other aid. If your federal financial aid is sufficiently large, i.e., is close to or already meets your cost of attendance at Indiana University – you must contact OSFA (e-mail: blfinaid@indiana.edu) to learn how your HIEP grant may impact your aid and to determine whether your cost of attendance budget can be adjusted accordingly.
- **Change of Plans:** To receive your HIEP grant, you must participate in your described program. It is your responsibility to notify the HIEP manager if you have a change in plans, cancel your trip, reschedule for a different term, etc. If you are unable to participate in the program, then you must notify the HIEP manager prior to your planned departure date.
- **Fraud/Misrepresentation:** Your HIEP grant may be cancelled at any time if you misrepresented any of the information on your HIEP grant application and/or were otherwise ineligible to receive the grant.

Return Essay & Photo Requirements

- **Essays & Photos:** We require all grant recipients to write an essay (750-1000 words) discussing your overseas experience. We also require at least one photograph of you taken during your trip. Your photo can be of you at a landmark, or with friends you are traveling with or whom you've met during your travels. For details, please refer to: <http://www.indiana.edu/~iubhonor/hds/essayinfo.php>
- **Deadlines for Essay & Photos:** Your award will be revoked if you do not submit your essay & photo(s) by these dates:
 - Winter Break awards: February 15
 - Spring awards: June 15
 - Graduating seniors: before your graduation date
 - Fall awards: March 15
 - Summer awards: August 15
 - Spring Break awards: April 1st
 - Academic Year awards: September 15

Whom to Contact with Questions:

J.R. Nolasco, HIEP Manager

Ph#: 856-1016 hiep@indiana.edu

- HIEP Grant program
- return essay & photos
- change of travel plans

Bryce Campbell, Grant Coordinator

Ph#: 855-5275 bgfichte@indiana.edu

- disbursement and timing of grant funds
- how it will impact your bursar account and/or financial aid
- other questions relating to fund disbursement

By signing below, you understand that the Hutton Honors College Hutton International Experiences Program (HIEP) Grant is a one-time only award*, that the information on your application remains correct to the best of your knowledge, and that you understand and will make every effort to complete the return requirements. You also understand that the HIEP Grant may only be used for expenses related to your described program as stated in your application. If you do not go on your trip, then you must contact the HIEP manager prior to your intended departure date. If you do not go on your trip, you must return the HIEP Grant monies you have received. You should also be aware that any materials or information you provide before, during or after your time abroad may be used on IU's Web site, for printed material, or other publicity purposes, and in limited use by the IU Foundation. However, you can request that your information not be used or remain anonymous at any time and, in addition, efforts will be made to notify you when information about your HIEP award is being used. Your signature below confirms that you understand all of the contents of this form.

Printed Name: _____ Destination Country: _____

Signature: _____ Date: _____

Term Going Abroad: _____

*Exemption: Are you in BUS-G 256 or BUS-P 256 or a Goldman Sachs awardee? (circle one) YES / NO