



Post-Admit Financial Aid Checklist

Award Letter

Your Award Letter will be mailed approximately three weeks after admit date (but no earlier than mid-March), *if your financial aid file is complete*. Sign, date and return the Award Letter indicating what aid you accept, reject or reduce.

Federal Direct Stafford Master Promissory Note

Complete the Stafford Promissory Note online at <http://dlenote.ed.gov> (unless you previously signed a Master Promissory Note at a Direct Lending school, e.g. University of WA). Click on Subsidized/Unsubsidized. The Stafford is disbursed equally each semester, but tuition charges vary from term to term. Budget carefully.

Entrance Counseling

Complete Entrance Counseling documentation at www.dl.ed.gov (click on Entrance Counseling) for Stafford and Grad PLUS loans.

Forms

Submit verification forms or any other documentation as requested by our office. Disclose any outside scholarships or funding assistance.

Alternative Loans

Apply for an alternative loan (federal Grad PLUS or private loan) if eligible and additional funding is necessary. **Credit check required.** See Alternative Loan insert in Award Letter packet for instructions. Equal disbursements fall/spring unless requested otherwise in writing and approved. If you choose Grad PLUS, complete promissory note at <http://dlenote.ed.gov> and submit Request Form included in packet.

Laptop Computer

You must buy the computer first, keep the store receipt and proof of payment by you, the student, and submit documentation to our office. After authorization, you may apply for an alternative, credit-based loan to reimburse yourself up to cost of computer or \$1800, whichever is less. You must pass a credit check.

Funding

You must complete the registration/validation process each term and attend class. Financial aid pays institutional charges first. **Refunds for living expenses are usually available shortly after the term begins, if you have completed all necessary paperwork in a timely manner. However, always be prepared to pay for books and expenses yourself the first few weeks of each term.**

More Information

Please contact Student Financial Services if you have any questions, need more information, or would like a one-to-one appointment. We are happy to help you with this process.

See reverse side for Pre-Admit Checklist