

# Post-Admit Checklist

2012-2013

- **Award Letter:** Your Award Letter will be mailed approximately three weeks after your admit letter is received (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 at <https://studentloans.gov> (unless you previously signed a Master Promissory Note at a Direct Lending school, e.g. University of Washington). Click on Subsidized/Unsubsidized. The Stafford is disbursed equally each semester, but tuition charges vary from term to term. Budget carefully. Subsidized an option only if summer enrollment and eligible.
- **Entrance Counseling:** Complete Entrance Counseling documentation at <https://studentloans.gov> (click on Entrance Counseling) for Stafford and Grad PLUS loans.
- **Forms:** Submit verification forms, tax transcript, or any other documentation as requested by our office. Disclose any outside scholarships or funding assistance.
- **Alternative Loans:** Apply for a federal Grad PLUS *or* a private loan if eligible and additional funding is necessary. Credit check required. Equal disbursements fall/spring unless requested otherwise in writing and approved. If you choose Grad PLUS (recommended), complete PLUS request process, promissory note and entrance counseling at <https://studentloans.gov>. To add 4% fee to loan balance to net amount requested, email [lawfa@seattleu.edu](mailto:lawfa@seattleu.edu).
- **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 within the academic year.** After authorization, you may apply for an alternative, credit-based loan to reimburse yourself up to cost of computer or \$1,500, whichever is less. You must pass a credit check.
- **Funding:** You must complete the registration/certification 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 visit our website [www.law.seattleu.edu/financialservices](http://www.law.seattleu.edu/financialservices) or email [lawfa@seattleu.edu](mailto:lawfa@seattleu.edu) if you have any questions, need more information, or would like to setup a one-to-one appointment. We are happy to help you with this process.

See reverse side for Pre-Admit Checklist