

2018-2019 Student Financial Services Checklist

Done	Reference Date	To Be Completed By	Task Description
<input type="checkbox"/>	Any time	All Students	Search for outside scholarship and grants. Be sure to check with your local Community Foundation, Kiwanis Club, and others for which you may qualify. Locate your Community Foundation by going to cof.org/locator . Don't forget, federal regulations require you to inform Anderson University of any outside scholarships you receive. Refer to the enclosed Outside Scholarships and Grants Worksheet.
<input type="checkbox"/>	Before April 15, 2018	First-time Students only	If you do not already have one, request an FSA ID at fsaid.ed.gov for yourself and your parents. This will need to be completed so you can sign your Free Application for Federal Student Aid (FAFSA).
<input type="checkbox"/>	Before April 15, 2018	All Students	If you have not done so, file the FAFSA at fafsa.ed.gov . The strict priority deadline for Indiana is April 15 for the 18-19 academic year. For Indiana residents, if you miss the deadline, still file the FAFSA as you are still eligible for federal aid. Please understand, though, you will lose out on any state aid you may have been eligible to receive should you wait to file after April 15. Anderson's school code is 001785.
<input type="checkbox"/>	Upon receipt	All Students	Review your award notification. AU will not disburse your awarded Direct Loans until the award(s) are accepted. Rather than assume you want the full amount, we want to be sure you are only borrowing the amounts you need. Accept or decline your Direct Loans award(s) by accessing the "Finances" section of your Student Center through AccessAU.
<input type="checkbox"/>	Upon receipt	All Students	Review your housing and enrollment status. If you are not currently enrolled as a full-time student (12-18 credit hours), your aid could be impacted. Your housing status, residential or commuter, will also impact the amount of aid you are eligible for. To reduce confusion later, make sure your statuses are correctly stated.
<input type="checkbox"/>	Between June 1, – August 1, 2018	First-time Students only	Students who need to complete a Master Promissory Note (MPN) will need: *Approximately 30 minutes to complete MPN must be completed in a single session, so be sure you allow enough time to finish. *Your FSA ID *School Name *Reference Information for two people you have known for at least three years. The first reference should be a parent or legal guardian. The second reference must be a person living at a different U.S. address.
<input type="checkbox"/>	Between June 1, – August 1, 2018	First-time Students only	As part of accepting your federal subsidized/unsubsidized Direct Loans you will need to complete Entrance Loan Counseling (ELC). You will need: *Approximately 30 minutes to complete ELC must be completed in a single session, so be sure you allow enough time to finish. * Your FSA ID *School Name
<input type="checkbox"/>	Between June 1, – August 1, 2018	All Students	If your parent plans to use a Parent PLUS Loan to assist you financially, they should keep the following items in mind: *Natural or adoptive parents of eligible dependent undergraduate students who are enrolled at least half time may apply for this loan. Eligibility is based on a credit check and U.S. citizenship. *Repayment begins 60 days after the loan is fully disbursed or, if requested, can be deferred. * To complete a PLUS Loan application, go to studentloans.gov . Your parent will need their FSA ID to sign in. Make sure they use the same FSA ID used to complete your FAFSA. *If approved and your parent wants the PLUS Loan, they will need to complete a Master Promissory Note (MPN). This is also done at studentloans.gov .
<input type="checkbox"/>	Upon receipt	All Students	If a portion of your bill will not be covered by financial aid, log on to AccessAU, accessau.anderson.edu , to set up a monthly payment plan through Nelnet Business Services (NBS) if payment cannot be made in full. Additional information on setting up a payment plan can be found at anderson.edu/uploads/finaid/nelnet-instructions.pdf . Payment in full or monthly plan is required by July 25, 2018, for fall semester.