START@OSU
Financial Aid Checklist

Receiving Financial Aid

**Submit a FAFSA.** We hope that you have already submitted a FAFSA and been awarded Financial Aid, but you are not too late! Submit your FAFSA application at [fafsa.gov](http://fafsa.gov). OSU School code 003210.

**Accept your Award.** You can accept all or part of your award through [Online Services](http://onlineservices), the online self-service portal. Log in to access financial aid, direct deposit, billing information, view requirements, and more. If you decline your Federal Direct Student loans, it may be possible to reinstate them later if you need them.

**Register for Classes.** Financial Aid cannot be released unless you are registered & have been assessed tuition & fees. All students are awarded aid at full-time, be sure to tell us if you are taking less than 12 credits!

**Student Loan Requirements.** If this is your first time borrowing Direct Loans, you will need to complete Entrance Counseling and a Master Promissory Note (MPN) before your loans can disburse. MPN’s are good for 10 years. Visit [studentloans.gov](http://studentloans.gov) to complete both of these steps. If you were offered and accepted a Perkins loan, you will need to complete a separate MPN. You will receive instructions regarding the MPN by email, sent to your OSU email account. The MPN is signed using your Federal Pin.

**Parent Loan Requirements.** Parent PLUS loans require a PLUS request (Credit Check) and Master Promissory Note (MPN). Visit [studentloans.gov](http://studentloans.gov) to complete both. A credit check is performed each time the parent applies for the loan and is only valid for 90 days. Applying too early may cause delays with processing and disbursements. Once complete, we will be notified electronically of acceptance and approval. Please Note: The parent that applies for the PLUS loan must also be the one to complete the Master Promissory Note. Double check your information for accuracy to avoid delays!

**Degree Partnership Program (DPP).** If you are in the Degree Partnership Program you will need to declare your HOME school (the school you want financial aid from) for financial aid purposes. **Once you are registered for classes you can complete the online declaration.** If you receive Oregon State University Scholarships, Bridge to Success Grant, or Non-Resident Tuition Grant you are required to take a minimum of 6 credits at OSU each term to receive those funds.

**Work Study.** Federal Work Study is awarded as part of your financial aid package based on available funding. Work Study opportunities are posted on [Beaver JobNet](http://beaverjobnet). Once you apply for and are hired as a work study employee you receive a paycheck monthly for the hours worked during the prior pay period. You can earn up to the total amount of your yearly work study award.

Manage your Financial Aid

Use [Online Services](http://onlineservices) to accept or decline your financial aid, view changes, review requirements, sign up for direct deposit, read messages from Financial Aid, and more! Also be sure to check your OSU email account regularly. Also be sure to let us know if you plan to enroll less than full-time. Your aid will not apply to your student billing account if your enrollment does not match.

Outside Scholarships

If you receive outside scholarships or assistance at any time during the award year, you must report them to our office through Student Online Services, under the Resources/Additonal Information tab in the Financial Aid section. Outside scholarship checks from an organization or donor can be mailed to: OSU Student Accounts, PO Box 1086, Corvallis, OR 97339-1086. Funds are applied to your student billing account by the Student Accounts Office at the start of each term.

**Checklist**
- Submit a FAFSA
- Accept your award
- Register for classes
- Complete
- Outstanding
- Requirements
- Complete Entrance Counseling & MPN
- Complete PLUS request & MPN (Parents)
- Declare your HOME school if you are in DPP
- Report Outside Scholarships
- Inform us if you are less than full-time (12 credits)

**Social Media!**
- [OSUFinancialAid](https://www.facebook.com/OSUFinancialAid)
- [Follow us on Twitter](https://twitter.com/osufinancialaid)

[Beaver JobNet](http://beaverjobnet)
Using Financial Aid to Pay Your Bill

Here's how it works in a nutshell. You register for classes and Student Accounts assesses your tuition, fees, room and board (if applicable) to your student billing account approximately two weeks prior to the start of the term. The financial aid you have accepted is then credited to your student billing account approximately one week prior to the start of the term. If your financial aid is greater than the amount you owe you will receive a refund. If it is not, then you will have a balance due to OSU. Federal financial aid can only be applied directly to what are termed as “institutional charges”. Items such as parking permits, printing charges etc. cannot be paid directly by federal financial aid funds. Even if a student receives a financial aid refund they could still owe a balance on their student account. It is important to be aware of your student billing account status!

Direct Deposit

Financial Aid and Scholarship funds are paid to your student account on the first day of classes. If you anticipate receiving a refund, you can arrange a direct deposit to your own bank account by enrolling through Online Services. If you do not enroll in Direct Deposit, a paper check will be mailed to your current mailing address on the first day of the term. For an online tutorial on setting up Direct Deposit visit the Student Accounts webpage.

Regular Student Employment

If you were not awarded Federal Work Study funds there are still many opportunities for employment on campus and in the community. Opportunities are posted through Beaver JobNet on the Oregon State University Career Services website. Visit oregonstate.edu/career to create and employment profile and search available positions!

Bridge to Success Grant (Oregon Residents)

The Bridge to Success Grant is awarded automatically to Oregon students that receive Pell Grant AND Oregon Opportunity Grant and is intended to help meet the standard cost of tuition and fees at Oregon State. If you are receiving this grant, you are required to earn 45 credits per year for receipt of this grant assistance for the following year. In addition, if you are part of the Degree Partnership Program you must enroll in a minimum of 6 credits at Oregon State each term as part of your dual-enrollment disbursement requirements.

Know Before You Owe

Student loans are a valuable resource for funding your education, but it is important that you understand your obligations. As a new student you are no doubt feeling overwhelmed with information. We encourage you to visit our Loan Repayment website (oregonstate.edu/financialaid) and keep tabs on your borrowing through the National Student Loan Data System at nslds.ed.gov. Understanding your responsibilities now will help you avoid later surprises!

Contact Information and Important Websites

Our office is located on the 2nd floor of the Kerr Administration Building and is open Monday through Friday, 8:00 a.m. – 5:00 p.m. Advisors are available by same day appointment from 11:00 – 4:00 p.m. Monday through Friday. All staff can be reached at our main phone number and by email.

Financial Aid Forms & Publications: oregonstate.edu/financialaid
Online Services: oregonstate.edu/main/online-services
OSU Scholarship Search by Department: oregonstate.edu/scholarships
Free Application for Federal Student Aid (FAFSA): fafsa.gov
National Student Loan Data System (NSLDS): nslds.ed.gov
US Department of Education: studentaid.ed.gov
Direct Loans: studentloans.gov or 1-800-848-0979
Oregon Student Access Commission: getcollegefunds.org/
Financial Literacy: oregonstate.edu/financialaid