




OHIO  
UNIVERSITY

Office of Student Financial Aid and Scholarships

## My Fin.Aid@OHIO Checklist

This checklist explains the information contained in your Award Letter and outlines the steps you must take to receive and maintain your financial aid. This checklist is intended for use along with information in "Connect OHIO" (previously mailed to Athens campus incoming freshmen) and our web site at [www.ohio.edu/financialaid](http://www.ohio.edu/financialaid).

 Your first step is to go to our web site at [www.ohio.edu/financialaid](http://www.ohio.edu/financialaid) and click on **My Fin.Aid@OHIO**. Use your OAK ID and password to log on. Click on Award Offer and follow the links in your online Award Offer to complete the requirements to receive the aid you were awarded and/or to learn important information about your aid. All requirements should be completed by early July.

### **\*STUDENT LOANS\* - What do I need to do to receive my student loans?**

If you were awarded a **Federal Direct Subsidized and/or Unsubsidized Stafford Loan**, you must complete an electronic Master Promissory Note (eMPN) and Entrance Counseling. The eMPN serves as your legal promise to repay the loan and Entrance Counseling provides you with information about your rights and responsibilities as the borrower of a student loan. You need your four-digit PIN number from the Federal Department of Education to electronically sign your eMPN (<http://pin.ed.gov>).

I've completed the electronic Master Promissory Note (eMPN).  
 I've completed my loan Entrance Counseling.

If you were awarded a **Federal Perkins Loan**, you must complete a Federal Perkins Loan Master Promissory Note and Personal & Confidential Form and mail it to us.

I've completed the Federal Perkins Loan Master Promissory Note and Personal & Confidential Form, printed the forms, and mailed them to the Office of Student Financial Aid and Scholarships.

### **\*SCHOLARSHIPS\* - What do I need to do to receive my scholarship(s)?**

To receive your **scholarship(s)** you must register for the appropriate number of hours each quarter on the appropriate campus. Requirements typically vary from 12 – 16 hours. Regional campus scholarships and outside agency scholarships normally require a minimum of 12 hours. If your scholarship is renewable, you need to meet the requirements to have your scholarship renewed at the end of spring quarter 2008.

I will register for the appropriate number of hours on the appropriate campus each quarter. I will visit **My Fin.Aid@OHIO** and click on my Award Offer to learn more about the requirements for my scholarship(s).

**Continued on Reverse Side**

**\*GRANTS\* - What do I need to do to receive my grants?**

If you were awarded a **grant**, you must register for 12 hours or more each quarter to receive the maximum grant awarded. Some grants can be prorated if you take fewer than 12 hours. Grants include the Federal Pell Grant, Ohio College Opportunity Grant, Federal Supplemental Educational Opportunity Grant, Federal Academic Competitiveness Grant, Ohio University Bobcat Grant/Award (Athens campus only), Gateway Grant (Athens campus only), and Regional Campus Grant (any regional campus).

\_\_\_\_ I will register for 12 hours or more on the appropriate campus each quarter to receive my full grant. If I choose to register for fewer than 12 hours, I understand that my grant will be adjusted, or I may not receive it at all.

**\*WORK-STUDY\* - What do I need to do to receive my Federal Work-Study?**

If you were awarded **Federal Work-Study (FWS)**, you must select a Work-Study position. You will submit a timesheet and get paid every two weeks. FWS will not appear as a credit on your eBill.

\_\_\_\_ I've followed the link to review the available jobs and selected one.

\_\_\_\_ I will contact my supervisor and complete payroll forms no later than the second week of the quarter.

**\*ADDITIONAL ASSISTANCE\* - What if I need more financial aid?**

You and your parent(s) have **two options**. One option is for your parent to borrow a **Federal Direct Parent PLUS Loan**. In order to borrow a Parent PLUS Loan, your parent must not have an adverse credit history. The other option is to borrow an **alternative loan from a private lender**, such as a bank. If you decide to borrow from a private lender, you will likely need a credit-worthy cosigner, such as a parent. If you need to apply for a PLUS or alternative loan, we encourage you to do so by early July. You must decide how much you want to borrow for the upcoming school year. You may borrow as much as you need to pay for school up to the difference between the total Estimated Cost of Attendance on your Award Letter minus your Total Financial Aid on your Award Letter. See the enclosed 2007-2008 Cost of Attendance Worksheet.

For either option, go to [www.ohio.edu/financialaid](http://www.ohio.edu/financialaid) and select "**Additional Financial Assistance**" listed under **Hot Topics** or **after you apply**.

\_\_\_\_ My parent will 1) complete the PLUS Loan Pre-Application and send it to the Office of Student Financial Aid and 2) follow the link to complete the PLUS electronic Master Promissory Note.

OR

\_\_\_\_ I will review information about an alternative loan, choose a lender, and complete the application process.

**\*EMAIL\* - How will the Office of Student Financial Aid and Scholarships communicate with me in the future (starting after Precollege this summer)?**

Our primary way of communicating with students is via notices sent to students' OAK e-mail accounts. We encourage students to share important information with their parents.

\_\_\_\_ I will check my OAK e-mail on a regular basis for important information.