

Financial Aid Checklist

Apply for Federal Aid

- Create an FSA ID for both student and a parent at www.fafsa.gov. Click the FSA ID icon. Then select “Create an FSA ID Now”.
- File your Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov.
- While completing the FAFSA, use the IRS Data Retrieval Tool to download income data.

Apply for State Aid

- Complete the Pennsylvania State Grant Form at www.pheaa.org. Click “State Grant Program” under Funding Opportunities. Then click on “Apply/Renew Now”. The application deadline is May 1. **(If you are not a Pennsylvania resident, please check with your state to see if you qualify for state aid that can be used at Cheyney University).**

For New Students

- Respond to requests for additional documentation from the Student Servicing Center (SSC). These requests will be sent to the e-mail address you included on your FAFSA.
- Review your Financial Aid Award Letter (mailed to home address in May).
- View additional outstanding requirements on Net Partner:
<http://www.cheyney.edu/financial-aid/Netpartner.cfm> (requires username and password).

For Returning Students

(Please note that you must meet Satisfactory Academic Progress to qualify for aid)

- Respond to requests for additional documentation from the Student Servicing Center (SSC) – if applicable. These requests will be sent to the e-mail address you included on your FAFSA.
- View additional outstanding requirements on Net Partner: <http://www.cheyney.edu/financial-aid/Netpartner.cfm> (requires username and password).
- Review your Financial Aid Awards on Net Partner (available in late June).

Additional Information

For First-Time Student Loan Borrowers awarded a Federal Direct Loan:

- Complete Entrance Loan Counseling at www.studentloans.gov.
- Complete the Master Promissory Note (MPN) at www.studentloans.gov.

For Students who Accepted a Federal Work Study (FWS) Award

- Complete the Work Study Job Application at: <http://www.cheyney.edu/financial-aid/documents/12016-2017CheyneyJOBAPP.pdf>

For Parents who want to apply for a Parent PLUS Loan

- Visit www.studentloans.gov and click the “Parent Borrowers” icon.
- Click on “Apply for a PLUS Loan” and complete the application.
- Click on “Complete the PLUS Loan Master Promissory Note (MPN)” and follow the instructions.

For Students/Parents who want to make Monthly Payments

- Set up a payment plan with the Bursar’s Office on the website at:
<http://www.cheyney.edu/bursar/Payment-Plans.cfm>

For Students who want to apply for a Private Alternative Loan

- As part of the application process, students will be required to complete the Private Education Loan Applicant Self-Certification Form available through their lender's website. The form may be downloaded online at: <http://www.cheyney.edu/financial-aid/documents/PrivateEducationLoans.pdf>
- Information needed to complete this form, such as cost of attendance and estimated financial assistance may be obtained via the Financial Aid Portal.
- In some situation a private loan may be used to pay a past due balance.