SCHOOL of BUSINESS
2019 SUMMER
STUDENT FINANCIAL AID CHECKLIST

STEPS TO TAKE ONCE ACCEPTED FOR ADMISSION

_____1. Learn about the financial aid application steps and deadlines:
   Review our website: http://www2.tulane.edu/financialaid/, for important financial aid information,
   especially the link entitled Graduate/Professional Students to learn how to apply.

_____2. Apply for federal student aid resources:
   If you wish to be considered for federal student aid programs, then you must complete a
   federal school code of 002029. (NOTE: You will be an independent student for U.S. Department of
   Education aid consideration, and as such, you are not required to provide parental data.) Please note
   that before Tulane Financial Aid starts the processing of your financial aid application, you must have
   been accepted for admission by the School of Business. You may complete a FAFSA prior to being
   admitted, but we wait until you’re admitted before we will review.

_____3. Request financial aid for term:
   Complete the appropriate on-line 2019 Summer Addendum. The addendum is available at:
   http://tulane.edu/financialaid/steps/forms.cfm.

_____4. Input your Social Security Number into Gibson Online:
   Gibson Online is a secure portal to online services at Tulane University. AFTER you have been
   accepted by the Admissions Office, you can log-in to Tulane's Gibson portal and when prompted, input
   your Social Security Number (SSN). If you are not prompted to input your SSN, that means that
   Tulane already has your SSN in the system.

STEPS TO TAKE AFTER CONFIRMING THAT YOU WILL ATTEND

_____5. Review your financial aid award online and accept, reduce or decline it:
   Once Tulane completes the review of your financial aid application materials, you will receive an e-
   mail notification inviting you to log-in to the Tulane Gibson portal to view the details and messages
   concerning your award. You will be able to accept, decline, or reduce specific components of your
   award offer. It may be in your best interest to NOT accept all the loan funds that have been
   offered. You should establish a budget of your anticipated academic year expenses prior to
   determining the amount of student loans you intend to borrow (accept). Always reduce your
   highest cost loans first (such as the Federal Direct Graduate
Office of Financial Aid

_____ 6. Complete necessary federal loan “entrance” requirements, if applicable:
FIRST TIME GRADUATE AND PROFESSIONAL BORROWERS in the Federal Direct Unsubsidized loan program AND/OR in the Federal Direct Graduate PLUS loan program are required to complete Graduate and Professional loan entrance counseling. Complete this requirement online at the following U.S. Department of Education web site: https://studentloans.gov/.

_____ 7. Complete necessary loan Master Promissory Notes, if applicable:
If you will be a FIRST TIME BORROWER in the Federal Direct Loan program OR in the Federal Direct Graduate PLUS loan program, then for EACH type of loan, the Department of Education must have a completed Master Promissory Note (MPN) on file. If you are a first time borrower in the Federal Direct loan program, then you must complete Federal Direct Unsubsidized Loan and Federal Graduate PLUS MPNs at the following web site: https://studentloans.gov/.

_____ 8. Sign up for direct deposit via the Tulane Billing section of Gibson Online:
To assure efficient delivery of financial aid funds for personal expenses, sign up for Tulane’s direct deposit processing via the Billing (Accounts Receivable) section of Gibson Online.

_____ 9. Re-visit the Tulane Billing section of Gibson Online:
After classes begin, if you see that your level of aid that was disbursed for the 2018 fall term has exceeded your billed charges, creating excess for you to use towards your living expenses, then return to the Billing (Accounts Receivable) section of Gibson Online to request your refund of the excess amount.

If you have any questions along the way, please do not hesitate to contact the Tulane University Financial Aid Office. Each Tulane student is assigned a dedicated professional financial aid counselor who can answer your questions concerning the aid application process and the types of aid available. We look forward to assisting you in financing your Tulane public health degree through excellent customer service and professional teamwork.

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