

Welcome! We're ready to assist you in exploring the financial aid options of a Tulane degree!
Use this checklist throughout your financial aid application & awarding process.

INITIAL APPLICATION STEPS:

- Review all of the materials applicable to Full-time Undergraduate Students seeking to apply for financial aid which are found on our website: <http://www2.tulane.edu/financialaid/steps/ugrad.cfm>
- If you wish to be considered for federal student aid programs, then you must complete a **2019-2020 FAFSA**, which became available on 10/01/2018 at <http://www.fafsa.ed.gov/>. Be sure to list Tulane's federal school code of **002029**. You may complete a FAFSA prior to being admitted, but we wait until you're admitted before we will review the application.
- If you wish to be considered for Tulane need-based scholarship, then you must complete the **2019-2020 Free Application for Federal Aid (FAFSA) AND the 2019-2020 College Service Scholarship (Profile) Application**
- View "To Do" list at Gibson Portal. Send all requested documentation directly to Tulane using one of the following options:

Secure File Upload: <https://finaidforms.tulane.edu/Home/Account/Login>

Mail: Tulane University Financial Aid
6823 St. Charles Av., Room 205, Building 14
New Orleans, LA 70118-5698

- Monitor your financial aid application status via Tulane's secure on-line Gibson portal. **Only if you're admitted will your financial aid application be reviewed.**

STEPS AFTER AWARD NOTIFICATION:

- Upon Tulane's review of all of your financial aid application materials, you will receive an e-mail notification (sent to your Tulane e-mail address) notifying you to securely navigate to Tulane's on-line Gibson portal to view your award details.
- Accept the Terms & Conditions via Gibson on-line (instructions can be found at this website: <https://financialaid.tulane.edu/resources/how-financial-aid-works/accepting-your-aid-award>), then accept/decline/reduce aid that has been offered. Review all messages contained with your award.
- Notify the Tulane Financial Aid Office of any additional financial aid you may receive from other sources (within or outside of Tulane University).
- Continue to monitor your financial aid application status via Tulane's secure on-line Gibson portal for any additional "TO DO" items needing to be completed and/or submitted.

STEPS IF BORROWING STUDENT LOANS:

- Via the Tulane Gibson portal you **MUST ACCEPT** the level of Federal Direct Subsidized and/or Unsubsidized Loan that has been offered. Only after you have accepted a loan will Tulane officially submit certification of your loan(s) to the U.S. Department of Education for processing. Every year you must accept a level of loans offered to initiate the certification processing.
- If you're a first time borrower of a Federal Direct student loan you must complete a **Federal Direct Loan Master Promissory Note (MPN)**. Navigate to www.studentloans.gov to successfully complete the necessary on-line MPN. Once completed and loan funds disburse, the MPN is valid for up to 10 years.
- A first time borrower of a Federal Direct student loan you must complete Federal Direct Loan **Entrance Counseling**. This requires that you again navigate to www.studentloans.gov to successfully complete the necessary on-line tutorial referred to as Entrance Counseling. This step does not need to be repeated in future years; however you'll be required to complete similar on-line Exit Counseling upon the end of your Tulane enrollment.
- Recognize that your Federal Direct student loan(s) will not disburse at the start of the semester unless **all** MPN and Entrance Counseling have been successfully completed.
- Students wishing to borrow a non-federal, private alternative educational loan should review the informational material Tulane provides on this topic, which is found on our website: <https://financialaid.tulane.edu/types-of-aid/loans/private-alternative>. Other private loan lenders may be found in addition to those identified on the aforementioned website. The choice of lender is yours.

FINALLY:

- Identify your professional Tulane financial aid counselor, who is always available to help answer any questions you might have throughout the aid application process. To find your counselor's name and contact information visit our website: <https://financialaid.tulane.edu/meet-us>.
- If you anticipate that your financial aid will exceed your tuition and fee costs for the semester, resulting in an excess amount that will be refunded to you for other educational expenses (such costs associated with living expenses), then
 - o Don't forget to visit the Accounts Receivable Office website: <https://studentaccounts.tulane.edu/> to set-up the direct deposit refund process AND to complete a Title IV Release Form.