



2018-2019 FRANCISCAN UNIVERSITY FINANCIAL AID DATA FORM

Dear Valued Student of Franciscan University:

The goal of the Office of Financial Aid is to provide you with high quality service and equitable resources to help meet your educational goals. You may apply for federal student aid including grants, loans, and work-study by completing the following steps:

- Step 1:** Go to fsaid.ed.gov to create a FSAID. If you are required to include parent information on the Free Application for Federal Student Aid (FAFSA), your parents need to create a FSAID also. If you already have a FSAID, proceed to Step 2.
- Step 2:** Go to www.fafsa.ed.gov to complete and submit the FAFSA. Be sure to list the Franciscan University school code, **031062**. The Department of Education (DOE) provides an electronic copy of your FAFSA to the Financial Aid Office (FAO).
- Step 3:** Submit the Financial Aid Data Form to the FAO. If you have been selected by the DOE for a process called verification, you will be required to submit additional documentation. The FAO will notify you via email of all documentation you must provide.
- Step 4:** Your financial aid eligibility is determined after the FAO has received your FAFSA and all required documents provide you are:
- Admitted into the University and/or Program;
 - Meeting Satisfactory Academic Progress (SAP) policy requirements; and
 - Meeting all other federal eligibility requirements.
- Step 5:** The FAO will send an award letter detailing the aid you are eligible to receive. Please allow 1-2 weeks (3-4 weeks during peak processing months of July and August) for receipt of your award letter once you have submitted all required documentation.
- Step 6:** Accept/Reject and offers via Web Services (continuing students); paper award letter (new students).
- Step 7: Federal Direct Loan Borrowers**
- If you are a first time Federal Direct Loan borrower and/or new to the University, you must complete a Federal Direct Entrance Loan Counseling session. A link to the on-line session is available at www.studentloans.gov.
 - If you are a first time Federal Direct Loan borrower and/or new to the University, you must also complete a Master Promissory Note (MPN). You may complete a MPN by logging onto www.studentloans.gov.
- Parent or Graduate Direct PLUS Loan Borrowers**—You must complete a credit pre-approval and MPN (if you have not already completed a Direct PLUS MPN). You may access the PLUS application at www.studentloans.gov.

The Office of Financial Aid is here to help you make the best financial decisions. If you have any questions, please do not hesitate to call our office toll-free at (877) 242-3509 or (225) 768-1714 between 8 a.m. and 5 p.m., Monday–Friday. You also reach us by email at Financial.Aid@franu.edu.

We wish you success in the upcoming year and are pleased you have chosen Franciscan University to further your education! We look forward to assisting you!

Sincerely,
The Office of Financial Aid Staff

