

APPLICATION GUIDE

In order to have aid in time for the tuition payment deadline, everything in the HOW TO APPLY section must be complete and accurate by the 1st priority deadline. Application materials will not be accepted after June 15, 2009.

HOW TO APPLY CHECKLIST

- PIN:** Apply for a PIN at www.pin.ed.gov (At least one parent must obtain a PIN also, if dependent).
- FAFSA:** Complete the "Free Application for Federal Student Aid" (FAFSA) at www.fafsa.ed.gov. Submit it to the Federal processor at least 10 weeks before the deadline you want to meet (February 20 for Fall). Results of the FAFSA must be received by the Financial Aid & Scholarship Office by the priority deadline! **UVU's school code is 004027.**
- ADMISSION:** Be sure the Admissions Office has an active application for admissions. To be eligible for financial aid your record must show:
 - a. you are admitted with a high school diploma, or equivalent, or (if 18 or older and high school class has graduated) a passing score on an approved test available at UVU;
 - b. you are seeking a degree and you are in an eligible major. Contact the Admissions Office or Academic Advising if you have any questions.
- DATA FORM & LOAN COUNSELING:** Complete the "Financial Aid Data Form and Loan Counseling" available online through UVLink at www.uvu.edu/finaid and any other forms listed as "required for 2008-2009" and submit them to the Financial Aid & Scholarship Office.
- DIRECT DEPOSIT:** (Optional) Set up direct deposit with the school for fastest delivery of funds. Select "View/Change Direct Deposit Information" under the "Personal Information" tab in UVLink.
- ADDRESS:** Go to UVLink and verify your local mailing address. All financial aid **checks** and correspondence not sent to your UVLink account will go to this address. Students may lose aid if their aid cannot be delivered to a correct address.
- HANDBOOK:** Read the *Financial Aid Handbook* available online at www.uvu.edu/finaid.
- OTHER REQUIREMENTS:** Turn in all other required application materials to the Financial Aid & Scholarship Office **by the deadline you wish to meet**, but no later than June 15, 2009.
- AWARD:** Once the Financial Aid & Scholarship Office has reviewed your file, you will be notified by UVLink e-mail with one of three notices: a "Missing Information Notice" requesting additional information or clarification (if there is a problem or error); a "Notification of Ineligibility" (contact a counselor if necessary); or an "Award Notification".
- UVLINK:** Regularly check your UVLink account at www.uvu.edu for your application requirements, award notifications, revisions, and updates. **Check UVLink often!**

AFTER YOU ARE AWARDED

- REPLY:** Review grants/accept your loans & work study online through your UVLink account at www.uvu.edu.
- REGISTER:** Register for all credit hours for which you would like financial aid. Remember, **there are no credit hour adjustments after the third week of each semester.**
- STAFFORD LOAN:** If you are awarded a Stafford Loan (subsidized, unsubsidized, PLUS) and you are a first-time borrower at UVU, be sure to complete the "Master Promissory Note" sent to you by your guaranty agency after you have accepted your loan through UVLink. Note: The lender and guaranty agency you use is your choice.
- PERKINS:** If you are awarded a Federal Perkins Loan, complete the "Student Loan Questionnaire" available in UVLink under "Requirements". Then contact the UVU Collections Office (BA-012; 863-8611) to complete the promissory note.
- WORK STUDY:** If you are awarded Work Study, contact the Work Study Counselor (BA-106; 863-8551) for a job referral and assignment.

**Financial aid awarded to you will be credited to your account at the school.
Any remaining balance after tuition and fees are paid will be mailed to you or sent
electronic funds transfer (EFT) to your bank account (if you have signed up for direct deposit).**