

## **IMPORTANT CHECKLISTS**

## Have you completed the following financial aid processes?

Financial Aid Office – financialaid@ashland.edu or 419-289-5002

Criteria	Location	Completed	N/A
File the FAFSA	studentaid.gov/fafsa		
Review Offer Letter	selfservice-prod.ashland.edu/student (Click on "Financial Aid" and "Offer Letter")		
Complete the Master Promissory Note (new borrowers only)	studentaid.gov/mpn (Once logged in, click on "Complete Aid Process")		
Complete Loan Entrance Counseling (new borrowers only)	studentaid.gov/entrance-counseling (Once logged in, click on "Complete Aid Process")		
Submit Verification Paperwork (only upon request)	selfservice-prod.ashland.edu/student (Click on "Financial Aid" and "Required Documents")		
Notify Financial Aid of all Outside Scholarships received	Send to financialaid@ashland.edu		
Apply for a Grad PLUS Loan and/or Private Loan if needed	ashland.edu/federal-state-grants-loans		
Submit Grad PLUS Loan Master Promissory Note (new borrowers only)	studentaid.gov/plus-app/parent/landing		
Credit approved by Private Loan Lender	ashland.edu/federal-state-grants-loans		

## Is your entire balance covered?

Student Accounts – busoff@ashland.edu or 419-289-5022

Criteria	Website to Complete	Completed	N/A
Enrolled in health insurance if needed	Contact Student Accounts for application		
All scholarships, discounts, and awards are credited on student account	selfservice-prod.ashland.edu/student		
Payment plan for remaining balance has been created (if applicable)	selfservice-prod.ashland.edu/student		
One-time payment has been made (if applicable)	selfservice-prod.ashland.edu/student		
Add third party payers to account to make payments and receive notifications	selfservice-prod.ashland.edu/student		
Sign up for Direct Deposit electronically for efficient and secure receipt of refund (if applicable)	selfservice-prod.ashland.edu/Student Banking Information		

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