

Please complete the following steps in order for student financial aid eligibility to be determined. For an estimate of student financial aid eligibility, please contact the Adult and Graduate Financial Aid Office at 800-621-8667, option 4, upon completion of the below items. Please note that it may take 3-5 days for your FAFSA information to be made available to us.

□ **File the 2009-2010 Free Application for Federal Student Aid (FAFSA) online at:**

www.fafsa.ed.gov

- Click on "Fill Out Your FAFSA" under step 2.
 - If you submitted a FAFSA the prior year you may select to "pre-fill" the FAFSA with the prior year's information, and then make the necessary updates to income, taxes paid, etc.
- Sign your FAFSA using your Federal Student Aid PIN.
- Refer to the following information when completing the FAFSA.
 - Include the Indiana Wesleyan University Title IV school code 001822 in step six of the FAFSA application.
 - All applicants in one of IWU's degree-seeking adult or graduate programs are considered full-time students.
 - Save through all FAFSA web pages up to and including the "FAFSA Submission" page. Failure to save completely through all screens will result in your FAFSA not being submitted. Print a copy of this page for your records.

□ **Complete the Indiana Wesleyan University Federal Stafford Loan Request Form online at:**

http://www.indwes.edu/FinancialAid/aps/forms04_05.htm

- Click on the link that best describes your current degree pursuit.
- Click on "Stafford Loan Application/Lender Selection"
- Complete the one-page Federal Stafford Loan Request Form.
 - Under the Privacy Waiver section, be certain to include the name and relationship to you of any person you would like to have access to your financial aid information.
 - Under the Additional Aid Source(s) section, you must disclose the source and amount of any additional funding you may be receiving to help pay for your education. Do not include any actual or anticipated state or federal grants.
- Print a copy of the Next Steps page for your records and "Continue" on to the Great Lakes website to complete Loan Entrance Counseling, select a lender, and complete the lender's Master Promissory Note (MPN).

NOTE: You must first create an account on the Great Lakes website to complete the following steps.

□ **Complete the online Loan Entrance Counseling session.**

- Once logged in to the website, you will be prompted to complete the Loan Entrance Counseling session.
 - If you have previously completed Loan Entrance Counseling, you will be prompted to "Continue" on to choose a lender.
- Click on "Take Entrance Exam."
 - Select the appropriate Loan Type (Stafford) and Degree Type (Undergraduate or Graduate, based upon your current degree pursuit), and click "Continue."
 - Click on "Start Study Guide" to gain an understanding of the loan process and of your rights and responsibilities.
 - Once you have completed the tutorial, click on "Start Exam."
 - Answer all exam questions. You may review information by clicking on "Review Chapter" next to each question.
 - Once you have successfully answered all questions, click on "Print Confirmation" to keep a copy for your records.

□ **Complete the Stafford Loan Lender Selection Process:**

- Review the Consumer Information and Guide to Loan Benefits.
- Review the available lender options.
 - You may compare benefits for up to three lenders side by side by checking each box next to the desired lender and clicking "Compare."
- Click the "Apply Now" button next to the lender through whom you wish to have a Stafford Loan certified.
- Proceed through the next few web pages, verifying personal information and providing personal references.

□ **Complete the Master Promissory Note (MPN) for your chosen lender:**

- E-signing with your Department of Education PIN is the quickest way to validate your MPN. Click on "E-Sign MPN."
- Once completed and e-signed, click on the "Print a Copy" link to keep a copy of the MPN for your records.
- **Important Note:** You may not be able to e-sign your MPN if you have just recently established your Department of Education PIN as it may be too early to authenticate the PIN. You may wish to wait 3-5 days after establishing your PIN before attempting to e-sign an MPN.
- If you don't know your Department of Education PIN or if the PIN cannot be authenticated, you may choose to complete, print, and sign an MPN to be mailed to Great Lakes. You may also request a blank MPN to be mailed to you for completion.

Congratulations! You have completed all the necessary steps to be considered for federal student financial aid.