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**FINANCIAL AID CHECKLIST**

1. **Create a Federal Student Aid (FSA) ID username and password** at either <https://studentaid.gov> OR <https://studentaid.gov/h/apply-for-aid/fafsa>.
   * ***Dependent*** *Student*: A student under the age of 24.
     + A parent must also create a Federal Student Aid (FSA) username and password.
   * ***Independent*** *Student*: A student aged 24 or older, and/or has a child, and/or is married, and/or is a ward of the court, and/or is serving active duty in the U.S. Armed Forces, and/or if both parents are deceased.
2. **Complete the Free Application for Federal Student Aid (FAFSA)** at <https://studentaid.gov>. Tax year is always prior-prior year as per Dept. of Education requirements.
   * Use M State school code **005541** (Fergus Falls, MN).
   * ***Dependent*** *Student*: Parent information is required.
   * Fall 2023 through Summer 2024 term-complete 2023-2024 FAFSA and use 2021 tax information.
   * Fall 2024 through Summer 2025 term-complete 2024-2025 FAFSA and use 2022 tax information.
   * If you need assistance completing the FAFSA, attend a Virtual Student Support session at MState.
     + Log into SpartanNet> Under Virtual Student Support
3. **Respond to all requests for information from the college.**
   * ***All correspondence regarding financial aid is sent electronically (by email).***
   * Check E-Services for your financial aid status (e.g. status letter):  
     Log into SpartanNet > E-Services > Financial Aid > Aid Application Status.
   * Requests will be sent to your M State student e-mail account:  
     Log into SpartanNet > Email & Office 365
4. **Review and Respond to the Award Notification.**
   * Grant funding will automatically apply as payment to your student account.
   * Apply for the Federal Direct Student Loans (if planning to use loans).  
     **COMPLETE STEPS 1-3** to apply loan funds as a payment to student accounts:
     + 1. Submit Loan Request: Log into SpartanNet > E-Services > Financial Aid > Review & Respond to Award Notifications > Loans > Follow steps to accept and submit.
       2. Complete mandatory Loan Counseling (Entrance) at [www.studentaid.gov](http://www.studentaid.gov).
       3. Complete mandatory Master Promissory Note (Subsidized and Unsubsidized Loans) at [www.studentaid.gov](http://www.studentaid.gov).

**Find more information and options for paying for college at** [www.minnesota.edu/paying](http://www.minnesota.edu/paying).

**Ask your questions by visiting Student Services on campus or contacting us by email.**Send your full student name and your **M State Student ID number** to [financialaid@minnesota.edu](mailto:financialaid@minnesota.edu)

**PAYING FOR COLLEGE**

**My financial plan for how to pay my student bill includes** (check all that apply)**:**

* Cash/Check/Credit Card
* Grants (FAFSA/financial aid)
* Loans (FAFSA/financial aid)
* Military benefits
* Outside agency funding
* Payment plan
* Scholarship(s)
* Work-study (financial aid)
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FREQUENTLY ASKED QUESTIONS**

**How do I find my student bill?**

1. Go to www.minnesota.edu.
2. Click on SpartanNet (top-right on page).
3. Log in using your Star ID and Star ID password.
4. Click on E-Services (top-left on page).
5. Click on Bills & Payment (menu on left).
6. Select Account Detail (menu on left).

**How do I find my financial aid award letter?**

1. Go to [www.minnesota.edu](http://www.minnesota.edu).
2. Click on **SpartanNet** (top-right on page).
3. Log in using your Star ID and Star ID password.
4. Click on **E-Services** (left on page).
5. Click on **Financial Aid** (menu on left).
6. Select **Awards** (menu on left).
7. Click on **Awards by Credit Level** as an alternative way to review by enrolled active credits.

**How do I apply for campus work-study positions?**

1. Apply for financial aid by submitting the FAFSA.
2. Check your financial aid status and award letter through your SpartanNet account.
3. Review work-study positions and complete application at [www.minnesota.edu/work-study/](http://www.minnesota.edu/work-study/).
4. Meet with the Financial Aid Office to determine your eligibility.
5. If eligible, continue with the next steps of the [Work Study Checklist](https://www.minnesota.edu/sites/default/files/2021-08/Student%20Work%20Study%20Checklist%20edited.pdf).

**How do apply for MState scholarships?**

1. Once admitted to M State, go to [www.minnesota.edu/scholarships](http://www.minnesota.edu/scholarships).
2. Click on the scholarship link for the MState college you are attending.
3. Click on **Apply Here**.

(Note: applications are open December 15, 2023 – July 14, 2024 for Academic Year 2025 scholarships)

**How do I access my student email?**

1. Go to [www.minnesota.edu](http://www.minnesota.edu).
2. Click on **Email & Office 365** (menu on left).
3. Log in using your [StarID@go.minnstate.edu](mailto:StarID@go.minnstate.edu)
4. Enter your StarID password.