

# NEXT STEPS CHECKLIST

## **NEW JERSEY RESIDENTS**

If you did not complete the additional questions for NJ state aid after completing the FAFSA, go to [www.njgrants.org](http://www.njgrants.org) and click on "Grants" in the red bar at the top of the screen. From the menu, select "Answer New Jersey State Grant Questions." First time users will have to create a student login.

## **DIRECT LOAN BORROWERS**

**Promissory Note (MPN).** Entrance counseling is available online at [www.studentloans.gov](http://www.studentloans.gov).

**Master Promissory Note (MPN)** instructions will be mailed and e-mailed starting in late July. Additional information on the MPN may be found at [www.studentloans.gov](http://www.studentloans.gov).

## **LOAN OPTIONS FOR PAYING YOUR BALANCE**

### **Apply for an Alternative Loan or a Parent PLUS Loan**

If you need loan funds to assist you in paying the balance due, please view your options at <http://www.monmouth.edu/university/loans.aspx>. We encourage you to apply online for any additional loan funds needed.

### **Confirm that your loan is approved**

Please be sure to send any additional documents requested to your lender. Complete and sign the loan application and promissory note.

## **VERIFICATION**

### **Federal Verification**

Students who have been selected for federal verification will receive an email with instructions for completing the process.

### **State Verification**

Students who have been selected for state verification will be emailed by the New Jersey Higher Education Student Assistance Authority (NJHESAA) directly as to the documents required. Please return all documentation to the NJHESAA.

## **WORK STUDY**

Remember that you will be paid an hourly wage and receive a paycheck when working through the Federal Work Study program. An offer of Federal Work Study on your award letter is not a guarantee of employment. After July 1, search for jobs through the online Hawks at Work search tool on the myMU portal ([my.monmouth.edu](http://my.monmouth.edu)).

## **OUTSIDE SCHOLARSHIPS/THIRD PARTY PAYMENTS**

Notify the Financial Aid Office of any outside scholarships or agency payments that you will be receiving. Your aid package may be revised based on the information you provide.

**Confirm Payment** of your scholarship with the donor or agency providing the funds.

## **FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA) WAIVER**

To allow someone else, like a parent, access to your academic, financial, or disciplinary records, you must complete a FERPA waiver. The electronic form may be completed on the myMU portal ([my.monmouth.edu](http://my.monmouth.edu)) under the Forms tab.

## **COMPLETE FINANCIAL AID DISTRIBUTION AUTHORIZATION FORM**

If you'll be planning your financial aid to pay for books, complete the "Financial Aid Distribution Authorization" form on the myMU portal ([my.monmouth.edu](http://my.monmouth.edu)). Go to the WebAdvisor section and then Financial Aid.

## **VIEW AWARDS AND BILL ONLINE**

Students may view their financial aid awards through Financial Aid Self-Service on the myMU portal ([my.monmouth.edu](http://my.monmouth.edu), WebAdvisor section). The Student Account Center on the myMU portal allows students to view and pay their bill. The deadline for Fall 2019 semester bills is August 7.