

FINANCIAL AID CHECKLIST

Welcome to Oregon State University-Cascades! The checklist below offers a step-by-step guide to help you navigate the financial aid process.

To Receive Financial Aid

SUBMIT A FAFSA OR AN ORSAA. Submit a FAFSA at fafsa.gov or an ORSAA at oregonstudentaid.gov each year as early as October 1. OSU's priority deadline for FAFSA/ORSAA is February 28 each year. The OSU-Cascades school code is 003210.

ACCEPT AWARD OFFER. You can accept all or part of your award offer through the Financial Aid Self-Service portal on financialaid.oregonstate.edu. Watch a helpful video on beav.es/J9f for a walk-through on how to submit financial aid documents and accept award offer. Log in to your student portal at my.oregonstate.edu to access financial aid, billing information, direct deposit, and more.

COMPLETE LOAN REQUIREMENTS. If you are borrowing loans, you must complete the Entrance Counseling and a Master Promissory Note (MPN) before loans can be applied to your OSU bill. Visit studentaid.gov to complete both of these requirements.

CONSIDER PARENT PLUS LOAN. If additional funding is needed, your parent may apply for the Parent PLUS Loan and complete a Master Promissory Note (MPN) on the studentaid.gov website.

REGISTER FOR CLASSES. Financial aid is released if you are registered and have been assessed tuition and fees. Award offer is packaged based on full-time enrollment (12+ credits), so be sure to let us know in advance if you are taking less than full-time credits. Your financial aid may be delayed if your actual enrollment does not match the expected enrollment.

DECLARE HOME SCHOOL. If you are in the Degree Partnership Program (DPP) you must declare your home school for financial aid. Your home school will disburse your federal financial aid. Once you are registered for classes at OSU-Cascades you can complete the home school declaration in the [Financial Aid Portal](#). To receive OSU scholarships or other institutional aid, you must declare OSU as your home school, enroll full-time overall, and take a minimum of 6 credits at OSU-Cascades each term. To declare a partner school as your home school, please contact their financial aid office.

RECEIVE WORK-STUDY. Work-Study award allows you to earn money while you are enrolled in school. If you are awarded and accepted a work-study offer, you will need to secure a work-study job and receive your work-study funds in a monthly paycheck based on the hours you worked. All on-campus student employment opportunities at OSU-Cascades are work-study opportunities and are posted on jobs.oregonstate.edu. All students can work on-campus with or without the work-study award.

Report Outside Scholarships & Assistance

If you receive outside scholarships or assistance at any time during the academic year, you must report them to the Financial Aid Office through the Financial Aid Self-Service portal. Outside scholarship checks from an organization or donor can be mailed to OSU Student Accounts, PO Box 1086, Corvallis, OR 97339-1086. Scholarship funds are applied to your student billing account by the Student Accounts Office at the start of each term.

Manage Your Financial Aid

Use the Financial Aid Self-Service portal to access your financial aid file, review requirements, accept or decline your award offer, view changes, and more! Check your OSU email account regularly and email from your OSU email account when working with OSU departments. Be sure to include your full name and OSU ID number to receive specifics to your questions.



CHECKLIST

- ➔ Submit a FAFSA or an ORSAA
- ➔ Accept award offer
- ➔ Complete loan requirements
- ➔ Parents: Apply for Parent Plus loan & complete MPN
- ➔ Register for classes
- ➔ Declare home school for financial aid if you are in DPP
- ➔ Inform Financial Aid Office if you are less than full-time
- ➔ Report outside scholarships
- ➔ Consider on-campus employment

Ask Finn!



Finn is a friendly financial aid chatbot who can help answer general questions about financial aid and connect you with helpful videos! Find him on financialaid.oregonstate.edu.



IMPORTANT INFORMATION

Financial Aid Payment Process

Student Accounts assesses your tuition, fees, room and board costs (if applicable) to your student billing account *before* the start of the term. The financial aid award offer you have accepted is then credited to your student billing account. If your financial aid exceeds your bill, you will receive a refund. Watch a helpful video about how financial aid refunds work on beav.es/J9M. You could have a balance on your student account even if you receive a financial aid refund. Regularly check your student billing account at mybill.oregonstate.edu. You will have a balance due if your financial aid does not exceed your bill.

Financial Aid Enrollment Requirements & Deadlines

REQUIREMENTS. Know the enrollment requirements specific to your award offer and scholarships. Some types of awards may be paid for less than full-time enrollment while others may not. Federal student and parent Direct loans require a minimum of half-time enrollment (6-8 credits) each term.

DEADLINES. The Office of Financial Aid has a **Census Date** each term. During the fall, winter, and spring terms, the census coincides with the last date you can drop classes for a full tuition refund at OSU-Cascades. Credits added after the Census Date cannot be included in your overall enrollment for financial aid and scholarships. Be sure to finalize your registration before the Census Date. Let the Financial Aid Office know in advance by submitting an Enrollment Revision Form if you will be enrolling less than full-time.

Satisfactory Academic Progress Requirements (SAP)

You must meet the Satisfactory Academic Progress requirements each term to be eligible for federal, state, and institutional financial aid at OSU-Cascades. You are held to this standard *regardless* of whether you have received financial aid in the past. Visit the Financial Aid's **Satisfactory Academic Progress** webpage for more details.

GPA: Your cumulative OSU GPA must be at least 2.0 or higher.

PACE: You must satisfactorily complete at least 67% of ALL attempted coursework, including courses from the community college.

Maximum Timeframe: You have 150% of the published time it takes to receive your degree to complete it and remain eligible for financial aid.

Know Before You Owe

Student loans are valuable resources for funding your education, but it is important that you understand your obligations. Keep tabs on your federal student loan status through studentaid.gov and visit Financial Aid Office's **Loan Repayment** webpage. Watch this video for help on comparing student loan types on beav.es/J9Y.

Direct Deposit

Direct deposit is the preferred method of refund and payroll processing. You should sign up for direct deposit so funds are safely transferred into your banking account. Learn how to sign up for it on the Student Accounts webpage (fa.oregonstate.edu/business-affairs/direct-deposit-sign-up). If you do not enroll in direct deposit, a paper check will be mailed to your current mailing address. Be sure to keep your mailing address up to date.

Important Websites

OSU Office of Financial Aid: financialaid.oregonstate.edu

OSU Cashier's and Student Finance Offices: fa.oregonstate.edu/business-affairs/students

OSU Student Billing portal: mybill.oregonstate.edu

OSU Departmental and External scholarships: scholarships.oregonstate.edu/scholardollars

OSU Financial Literacy: financialaid.oregonstate.edu/financial-literacy

Oregon Office of Student Access and Completion (OSAC): oregonstudentaid.gov

Free Application for Federal Student Aid (FAFSA): fafsa.gov

Federal Student Aid: studentaid.gov



WHAT IS FERPA?

The Family Education Rights and Privacy Act of 1974 (FERPA) is a federal law designed to protect the privacy of a student's educational records. FERPA also applies to the student's financial aid records.

In accordance with the FERPA regulation, OSU Financial Aid Office is required to have the student's written permission in order to release account information.

If a parent/guardian/ spouse/ etc. contacts our offices with questions regarding a student's account, details of the account cannot be released without a valid written FERPA release from on file.

Other OSU offices may also require FERPA releases, and each office has unique forms and guidelines under which they operate.

Students can obtain a Consent for Release of Confidential Information form (FERPA form) at financialaid.oregonstate.edu/forms and submit the completed to the Financial Aid Self-Service portal. The form must be completed by the student.



CONTACT US

Oregon State University-Cascades Financial Aid Services

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Bend, OR 97702

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Corvallis, OR 97331

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