

### Steps involved in getting Financial Aid:

- Apply for 4-digit FAFSA PIN at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The PIN takes 1-2 business days to activate before you can use it. Parents of Dependent students will also need PIN.
- File FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Be sure to click "Submit my FAFSA Now." **You are not finished until you see an EFC number.** Priority deadline is March 15 for the next school year, but you may file after that date. Info hotline 1-800-433-3243.
- You will receive a Student Aid Report (SAR) within 2 weeks. If any info on the SAR is wrong, go back to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and select "Make Corrections to a Processed FAFSA." The SAR will also indicate whether or not you have been selected for Verification.
- Within 2-4 weeks, the FAFSA Processing Center will forward your information to the school(s) you selected. At that point:
  - A) Approx. 1/3 of students will be notified they were selected for Verification. If you are in this group, you will need to submit a Verification Worksheet, available at <http://www.wku.edu/Info/FinAid/faforms.htm> along with signed copies of the 1040's you used to complete the FAFSA. Aid should be awarded 2-4 weeks after you submit the requested Verification documents. You may be in this group
  - OR**
  - B) You may be in the group of approximately 2/3 of students who don't have to be Verified. These students should see aid awarded 1-2 weeks after we receive info from the FAFSA Processing Center.
- (If you are starting school in any semester other than fall, visit <http://www.wku.edu/Info/FinAid/faforms.htm> to complete "Spring Only/Summer/Winter Application".)
- Once all of the above steps are completed **AND** you have registered for classes, the Financial Aid Office will build an aid package for you. This package may include Pell grants, Stafford loans, KEES estimates, Parent PLUS loans, etc. and is largely dependent on your EFC. We will send a message to your WKU email account when you have been awarded.
- You can view this offer and choose to accept or decline the aid in your TopNet account. (Select "Student Services," "Financial Aid," "Award," then "Accept Award." You can also view your account balance at "Account Summary by Term.")
- **If this is your first time taking out a student loan**, please visit [www.kheaa.com](http://www.kheaa.com) and complete "Entrance Loan Counseling" and "e-sign my MPN" in the upper right hand corner of the page. You will need your FAFSA PIN to sign.

***Please be aware it is your responsibility to respond to letters and emails regarding your financial aid. Simply completing the FAFSA does not guarantee financial assistance, but it is the first step in the process. We look forward to working with you!***

***--WKU Student Financial Assistance, (270) 745-2755,***