

2018-19 Financial Aid Checklist

- Apply for Admission to Viterbo and receive Acceptance Letter**
- Access Email and VitNet Accounts**
 - Grant access through Parent Portal to parents/spouse/other person on VitNet
 - Visit www.viterbo.edu/ParentPortal for step-by-step instructions
- Create an FSA ID**
 - The Federal Student Aid (FSA) ID is used as your electronic signature for Federal applications.
 - Student, and parent if parent information reported on the FAFSA, must create FSA ID(s) using separate email address(es)
 - <https://fsaid.ed.gov/npas/index.htm>
- Submit the 2018-19 Free Application for Federal Student Aid (FAFSA)**
 - Form available at www.fafsa.gov on October 1, 2017
 - Submit electronically on or before VU priority date of February 1, 2018
- Submit any additional information specifically requested by the Viterbo Financial Aid Office**
 - Requests sent via Postal Mail (*Starting November 2017*)
- View your Award Letter via VitNet**
 - Notification and instructions will be sent to your Viterbo email account (*Starting March 2018*)
- Review Financial Aid Award Letter Information and complete Cost Estimate Worksheet**
 - Information/Worksheet available in March 2018 at www.viterbo.edu/financialaid
- Accept or Decline Financial Aid Awards via VitNet**
 - Instructions included in notification email
- Complete Sub/Unsub Master Promissory Note** (*first-time student borrowers only*)
 - MPN available at <https://studentloans.gov/>
 - Sign MPN using your FSA ID
- Complete Entrance Counseling** (*new Viterbo students only*)
 - Available at <https://studentloans.gov/>
 - Sign using your FSA ID
- Complete PLUS Loan Request Form** (*parents*)
 - Form available in March 2018 at www.viterbo.edu/financialaid
 - Submit to Viterbo Financial Aid Office
- Complete PLUS Master Promissory Note** (*first-time parent borrowers only*)
 - MPN available at <https://studentloans.gov/>
 - Sign using your FSA ID