



Financial Aid Checklist

__ Complete the FAFSA at www.fafsa.ed.gov

Priority Deadline: March 1th

- Add Montclair's School Code 002613
- Make sure it's signed with your FSA ID

Date Completed __/__/__

__ Complete the NJ State Application for Financial Aid

- At the end of the FAFSA application, there is a link to redirect you to the state application (HESAA) to answer additional questions for state aid consideration
- If you closed the window or can't find the link, go directly to www.hesaa.org and click on "Report Additional Information for State Aid"

Date Completed __/__/__

__ Review your Student Aid Report (SAR)

- The SAR is a copy of what you reported on the FAFSA. You will receive an email when it is ready to be viewed online. Please check for any mistakes. If you made a mistake, you may log back onto www.fafsa.ed.gov to make a correction.
- The SAR will tell you if you were selected for verification. If so, you will receive an letter from our office outlining the additional documentation requested.

Date Completed __/__/__

__ Submit any missing documentation

- Log on to GothicNet to see if you're missing any forms
- We will email you reminders if we require any additional documentation or forms.



- Please submit this information ASAP to the financial aid office
- If you estimated your tax information on the FAFSA, please use the IRS Data Retrieval Tool to submit your updated tax information

Date Completed ___/___/___

__ Review your financial aid awards

- Awards can be viewed electronically on GothicNet
- New Students: Award letters will begin to be mailed in January
- Returning Students: Award letters will begin to be mail in March or check GothicNet starting in late March to see aid.
- Review costs and determine how much you owe for out of pocket expenses. Contact our office if you don't understand something
- Do you have a special circumstance? Complete the Special Circumstance: Request for Review form

Date Completed ___/___/___

__ Accept, adjust, or decline your student loan(s) on GothicNet

- Borrowing a Stafford loan for the first time? You must do two things:
 1. Complete Entrance Counseling at www.studentloans.gov
 2. Sign Master Promissory Note (MPN) at www.studentloans.gov

Date Completed ___/___/___

__ Apply for outside scholarships

- Use scholarship search engines
- Check with companies for scholarships opportunities
- If you receive a scholarship, notify the Office of Student Financial Aid by providing a copy of the award letter

Date Completed ___/___/___



 Decide on payment options to pay the bill

- Payment plan
- Other payment options
- Parent PLUS loan
- Private loan

Date Completed ___/___/___

 Pay your bill

- Bills are available in late July and due in mid-August
- You have to pay the difference between your charges and financial aid through one or more of the options above

Date Completed ___/___/___

 Adding or dropping classes?

- Check with the Office of Student Financial Aid to see how it will affect your financial aid

Date Completed ___/___/___