



Student Financial Services

FIRST YEAR STUDENT CHECKLIST AND INSTRUCTIONS

1. Carefully review enclosed financial aid award letter including terms and conditions. Financial aid and billing policies and procedures can be found at www.ursinus.edu/studentfinancialservices.
2. If you were admitted to Ursinus in the Early Decision (ED) round, it is a binding commitment. As part of ED, you are expected to withdraw all applications to other institutions and make your \$500 deposit within two weeks or receipt of your award package.
3. Merit scholarships recipients **only** skip to item #8.
4. For need-based aid consideration, complete the 2022-2023 FAFSA online at <https://studentaid.gov>. We encourage you to use the data retrieval tool (DRT) for both student and parent. This ensures that accurate information is submitted.
5. Note: If awarded Federal Work Study, it is not deducted from your bill. You are eligible to earn this money by working a campus job.
6. Eligible federal **student loan(s) are included** on your award letter:
 - **To accept**, you must complete the Entrance Counseling and Master Promissory Note (MPN) on <https://studentaid.gov>; this must be completed by the student using their FSA ID. A loan origination fee of 1.057% is deducted when the loan is disbursed.
 - **To decline**, the student must log onto their Grizzly Gateway account after receiving their e-mail credentials after receiving their e-mail credentials.
7. If federally selected for verification, we will contact you by email to request additional documents. It is important to adhere to deadlines for requests. To keep your personal identifiable information secure, we ask that you submit any documents by fax to (610) 409-3662 or by mail to:

Ursinus College
Office of SFS
601 E. Main St
Collegeville, PA 19426

8. Once a student receives login credentials at May Orientation, we strongly suggest they add one or more proxy access users to view financial aid and billing information. This can be done at **www.ursinus.edu/gateways/students/**.
9. Student account billing information:
 - Fall statements will be available on July 1 and are due by August 2.
 - Spring statements will be available on December 1 and are due by January 3.
 - To view our billing policies, visit **www.ursinus.edu/studentfinancialservices**.
10. Payment/financing options
 - Cash
 - Check/money order made payable to Ursinus College
 - Electronic Funds Transfer or debit/credit card payment can be made online via the Grizzly Gateway. A 2.4% convenience fee will be added for any debit/credit card payment.
 - Interest-free monthly payment plans are available at **www.ursinus.edu/paymentplan**.
 - **Fall plan opens July 1**
 - **Spring plan opens December 1**
 - Federal Direct Parent Plus Loan: Apply online at **studentaid.gov**. A loan origination fee of 4.228% is deducted when the loan is disbursed.
 - Private Alternative Loan: The primary borrower can be the student or the parent. Apply online at **www.elmselect.com**.
11. All students must sign the Student Responsibility Agreement prior to the start of each academic year. This can be found online, beginning on July 1, at **<https://www.ursinus.edu/gateways/students/>**.
12. Financial Aid Renewal Information:
 - Student must meet satisfactory academic progress (SAP). SAP policy can be found at **www.ursinus.edu/financialaid/sappolicy**.
 - Student must reapply for need-based aid each year by completing the new FAFSA. All paperwork is due by April 1.

QUESTIONS? CONTACT US AT:

PH: (610) 409-3600 • EMAIL: FINANCIALAID@URSINUS.EDU



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