

Student Finance Checklist

Follow these steps to develop a plan to finance your education.

Check off the boxes as you complete each of the items listed below.

Contact.

1. Review this checklist with a Keller Student Finance Professional.

Appointment date and time: _____

Name: _____ Telephone: _____

Collect.

Get financial documents and information together.

2. Collect financial documents and complete the enclosed FAFSA Worksheet.

The FAFSA Worksheet is designed to help prepare you for the completion of the FAFSA on the Web. Be sure to gather all of the required information indicated on the front of the Worksheet before you begin this process. Organizing your financial information on the Worksheet will reduce the amount of time needed to complete your FAFSA.

Click.

Complete online portions of the application process.

Need more help?

Feel free to contact your local Student Finance Professional.

3. Apply for a U.S. Department of Education PIN at pin.ed.gov

If you do not already have a PIN (Personal Identification Number), go to pin.ed.gov and follow the on-screen instructions.

4. Complete the FAFSA online at fafsa.ed.gov

After completing your FAFSA online, print the **FAFSA Confirmation Page** for your records. If you have already completed a FAFSA for another school:

- t Click on "Make Corrections to a Processed FAFSA" and add **Keller's School Code – G20754**, or
- t Fax a copy of your Student Aid Report to Keller at 888.543.3879.

5. Complete Federal Stafford Loan Entrance Counseling.

- t Go to www.dl.ed.gov and click on "Entrance and Exit Counseling".
- t Under "Entrance Counseling", click "Go".
- t Select "Stafford Loan Tutorial and Quiz".
- t At the end, be sure to choose Keller Graduate School of Management as your school. Look for school code G20754.

6. Complete the Federal Stafford Loan Master Promissory Note (MPN).

- t Go to dlenote.ed.gov
- t Review the "What You Need" and "What to Expect" sections of the website.
- t Select "Complete New MPN for student loans."
 - In Step 3 of the MPN, be sure to select Keller Graduate School of Management (G20754).

7. Complete the online Information and Authorization Form.

- t Go to my.devry.edu
- t Click on "My Financial Aid" and select "My Financial Documents".
- t Click on the "Information and Authorization Form" to submit it electronically.

Keller's Federal School Code

G 2 0 7 5 4
must be included
on the FAFSA

Complete.

8. You will receive an email notification of your aid eligibility. Please review your awards with a Student Finance Professional.

Appointment date and time: _____

