

University South Carolina Beaufort
Office of Financial Aid & Veteran Affairs
801 Carteret Street Beaufort, SC 29902
(843) 521-3104 (843) 521-3194 Fax

2010-2011 Financial Aid Checklist for Incoming Freshman

Use this checklist as a guide to help you apply for aid, review your awards, and pay your fees. We hope you find this list helpful, but it is intentionally brief and not meant to be all inclusive and provide you with every bit of information you may need to know. We encourage you to read our entire web site to gain a fuller understanding of the entire financial aid process.

Applying for Financial Aid

- Complete the Free Application for Federal Student Aid (FAFSA). This application is required for most types of federal financial aid including student loans, and is completed on the web at: www.fafsa.gov.
 - When completing the FAFSA you will need a PIN. If you need to provide parent information on the FAFSA, your parent will also need a PIN. You can obtain PINs at: <http://www.pin.ed.gov>. Please remember your PIN because you will use it frequently.
 - USC Beaufort's School Code is 003450.
 - **Important Update for the 2010-2011 FAFSA:** When completing your FAFSA, pay close attention to the question: "Do you want to provide additional information about your college plans?" **Please answer YES to this question if you are interested in applying for Federal Work-Study. You will automatically be considered for grant and loan assistance.**
- Check the status of your financial aid application on VIP to see if any information may still be needed from you. Federal aid will not be awarded until your application is complete.
 - Remember that it could take 1 to 2 weeks for the USCB Financial Aid Office to receive the results of your application from the FAFSA Processor.
 - **Make sure your application is complete before April 16th.** This is USC Beaufort's Priority Deadline. If your status is not complete by April 16th then you may miss out on awards that have limited funding. You may, however, continue to apply after that date to receive Pell Grants and Federal Direct Loans.
- Check your awards on VIP. You will automatically be considered for Federal Grants and Federal Direct Stafford Loans. After you have been awarded, you can decide if other aid is needed.
- Parents can complete the Federal Direct Parent PLUS Loan Application electronically at: <https://StudentLoans.gov> .

Review and Finalize Your Awards

- Review and Accept, Decline, or Make Changes to your awards the Financial Aid Awards link on VIP. **If you wish to make any changes to your awards or assumed hours of enrollment, print your award letter, make the desired changes, and send the updated award letter to our office with your signature.**
- If you are awarded the Palmetto Fellows Scholarship, LIFE Scholarship, HOPE Scholarship or the SC Need Based Grant and there is a HOLD on your award, you are required to complete the appropriate Affidavit, sign and submit it to the USCB Financial Aid/VA Office before the aid may become available. Please print a copy of the Affidavit and Terms and Conditions from our website:
http://www.uscb.edu/a/Admissions/Financial_Aid/Financial_Aid_Forms/?page_id=88
- Complete the required Federal Direct Loan Entrance Counseling at: <https://StudentLoans.gov>
- Complete your Federal Direct Loan Promissory Note (MPN) at: <https://StudentLoans.gov>
 - Your Loan Counseling and MPN must be completed before you can use your Direct Loans to pay your fees.
- Read all Award Terms and Conditions for detailed information about your awards and how to use them on our website at:
http://www.uscb.edu/a/Admissions/Financial_Aid/Terms_and_Conditions/?page_id=92
- Make sure any non-institutional scholarship checks are sent to our office.
 - You may need to endorse the check if it is made co-payable to you and the University.

Use Your Aid to Pay Your Fees

- Pay Your Fees using VIP.
 - You must authorize the use of your available financial aid towards the payment of your fees by using VIP. Failure to do this will result in the cancellation of your scheduled classes. Aid does not disburse automatically. You must authorize through VIP.
 - Note that once the fees are paid, your bill will no longer be available through VIP. If you wish to keep a copy for your records, print the bill before you pay.
 - You may also want to print a copy of the confirmation page for your records.