Applying for Financial Aid at Arkansas State University

Eligibility Criteria
In order to receive financial aid, you must:
- Be a U.S. citizen or eligible non-citizen
- Have a valid Social Security Number
- Be registered with the Selective Service, if required
- Be enrolled at least half time in a degree program
- Not be in default of any federal funds
- Make satisfactory academic progress

Application Procedure

Step 1. The Free Application for Federal Student Aid (FAFSA)
For each academic year, the FAFSA can be filed on-line at www.fafsa.gov. Use school code 001090.

DEADLINES
Priority filing deadline for the FAFSA is February 15th.
To ensure financial aid is processed before the start of the semester, students must have ALL requested documents CORRECTLY submitted by June 1 for the fall semester and November 1 for the spring semester.

Online applications can be signed electronically through the use of a PIN (Personal Identification Number) given by the federal processor or by printing the final signature page and mailing it to the processor. Those who have not received or wish to recover a lost PIN can do so by visiting www.pin.ed.gov.

Step 2. ASU Data Form
All students who wish to receive federal student aid must complete an on-line ASU data form. ASU will send a letter to the student upon receiving FAFSA results with instructions on completing all required documentation.

Verification
The verification process affects 1/3 of all federal aid applicants and is based upon random selection. Those who are selected for verification must provide signed copies of student tax records, parent tax records (if applicable), W-2 forms, accompanied by an ASU verification form. Verification forms are available online through Self Service and are mailed upon being selected for verification.

Step 3. Award Notification
Upon completion of the necessary paperwork, an award notification will be emailed to the student’s ASU email account. The purpose of the award notification is to outline the types of aid students are eligible for and to provide instructions on accepting or denying each type of aid offered. It is very important that students activate their Digital ID and check their ASU email account often. Most communication from the financial aid office will be sent to the student’s ASU email account.

Log onto Self Service often through http://mycampus.astate.edu to view unsatisfied requirements and to access required documentation.

Students should be prepared to buy their books. Book charging is not handled through the Financial Aid office. Student Account Services determines book charging eligibility on the Jonesboro campus and those who are eligible to charge will receive an email to their ASU email account. If any questions, contact Student Account Services at accountserv@astate.edu or 870-972-2285

First Time Borrowers
- Must sign a master promissory note (MPN) and complete a loan entrance counseling. This process is completed online at http://www.studentloans.gov.

Disbursement of Funds
All funds awarded by Financial Aid & Scholarships are placed directly into the student’s account. Students must complete MPN, loan entrance counseling, and any requirements listed on Self Service before aid can be applied to students account. Student accounts can be monitored through Self Service. Payment information, as well as any excess aid balance can be viewed from this secure site.

If excess aid is awarded, the amount of excess aid will be mailed to the two-year campus the student is attending. Students will pick up their excess aid check from the two-year campus. Students will receive an email to their ASU email account once they have a credit balance.

Dually Enrolled Students
Dually enrolled students are students who are enrolled in ASU Jonesboro and/or ASU Degree Center classes and simultaneously enrolled in classes at one of the approved two-year institutions (non ASU credit courses). Dually enrolled students that want their combined enrollment to count for federal aid purposes must do the following to receive financial aid from ASU:

1. Must be seeking an ASU degree.
2. Must be considered a Junior with 60 hours transferred to Jonesboro.
3. Must register for and maintain at least six ASU credit hours at all times for student loan eligibility.
4. Must provide a copy of enrollment any time after the 11th day of classes in order for hours taken to count for a Pell Grant. Copies can be mailed or faxed to Tawnya, as shown below, after the 11th day of class. Schedules that have been copied and pasted into a document or email will not be accepted.
5. Must provide copy of transcript(s) with final semester grades from two year school each semester student is dually enrolled.

Degree Center and/or dually enrolled students with less than 60 cumulative credit hours transferred to Jonesboro are not eligible to have their dual enrollment counted unless enrolled in the Associate of Applied Science in Nursing Program.

For further information please contact:
Tawnya Boughner
Enrollment Services Coordinator
P.O. Box 1000
Beebe, AR 72012

Email: tboughner@astate.edu
Phone: (501) 882-8928
Fax: (501) 882-4403
Website:
http://www.astate.edu/finaid