Initiate your University-assigned email address.
Update personal information in the My Info tab of MyU.
Make a budget that lists your income and expenses for the year.
Fill out the 2015–2016 Free Application for Federal Student Aid (FAFSA).
Check your financial aid status in the My Finances tab of MyU.
Report any scholarships you receive to One Stop or on your electronic Financial Aid Award Notice (eFAAN).
Set up direct deposit in the My Finances tab of MyU.

**Dates & Deadlines**
Stay updated on important academic dates and deadlines for term start/end dates, cancel/add deadlines, and billing due dates by checking the 2015–16 academic calendar at z.umn.edu/academiccalendars.

**University Email and Notifications**
All official correspondence from the University, including billing notices, is sent to your University-assigned email account. In addition, the notifications section of MyU will highlight communications that may request your action.

**Grades & Transcripts**
You may view your grades online by term in the Academics tab of MyU. You can also print an unofficial transcript online. Official transcripts may be ordered online, in person, or by mail.

**Public Information**
Some personal information is available to anyone who requests it, including your name, address, email address, phone number, dates of enrollment and enrollment status, college and class, major, adviser, academic awards and honors received, and degrees earned. To prevent the release of any or all of the above, go to Directory Suppression in the My Info tab of MyU. The link is also where your school contact information is located.

**Money Management**
Get a smart start on the money management web pages at z.umn.edu/moneymanagement
You’ll find tips on:
- saving money on books and other educational costs
- creating a personal spending plan
- borrowing only what you can repay
- using credit wisely
- understanding your credit score

**Cost of Attendance Budgets**
The University establishes standard student budgets that estimate cost of attendance (COA) for awarding financial aid funds. The budgets are useful guides that reflect typical living expenses in the Twin Cities metropolitan area. You’ll find them at z.umn.edu/umncoa.

**Graduate Assistantships, Fellowships, and Traineeships**
If you need information on how to obtain one of these financial aid forms or have questions on how it will impact the rest of your aid, go to z.umn.edu/aidawards

**Non-University Funding**
You must report any financial assistance you receive. When you respond to your eFAAN, you’ll be asked to list any outside scholarships, fellowships, and assistantships you have received or plan to receive. If outside awards are received after your eFAAN has been completed, you are responsible for contacting One Stop Student Services to report them as financial aid.

**Work-Study**
Work study is a federal and state financial aid program designed to help you meet educational costs through part-time employment with a work study eligible employer. Graduate and professional school students are awarded work study upon request if they have need-based eligibility and will be enrolled at least half time.

Once you accept a work-study award, you can find instructions at z.umn.edu/employmentstudent on how to view and apply for current student job openings online.

Students receive a paycheck every two weeks for the hours they work. Unlike other types of financial aid, work-study funds do not disburse to the student account.

**Loan Options**
Your federal loan options (Ford Federal Direct Unsubsidized and Graduate PLUS loans) will be listed on your eFAAN. You will be automatically awarded the best possible combination of federal and University loans at the maximum amounts. In general, we recommend that you accept your loans in the order they are offered (from top to bottom on the eFAAN), because we award the loans with the best terms first.

Each loan offer contains an online description and a link to a loan comparison chart. Private educational loans are also available from various lenders. For more information, go to z.umn.edu/privatealtloans.
Borrowing Decisions
We encourage you to borrow only what you need. Once you have determined your estimated expenses for the school year and subtracted any scholarships, assistantships, fellowships, or other resources such as savings, earnings from work, or assistance from family, the difference is likely to be the amount you will need to borrow in a student loan.

The loan amounts offered to you on the eFAAN will be the maximum amount you are eligible to borrow. We recommend that you reduce the amount of your loan, if possible, or decline it entirely, if you are able to meet expenses with other funds. You may reapply for certain types of loans during the school year, if you later decide that you do need to borrow additional funds.

Billing and Payment
A notice that the fall 2015 bill is available will be sent to your University email on September 5, 2015. The bill will be due on September 19, 2015, unless you choose to enroll in the University’s payment plan.

The payment plan will allow you to pay the semester balance over three billing periods. There is a $20 fee to participate in the payment plan. You may enroll within the My Finances tab of MyU. For more information about payments and the payment plan, including all billing dates, go to, z.umn.edu/paytheu.

You have the option of paying your bill online with an electronic check from a personal checking or savings account, or with Visa, MasterCard, DISCOVER, or American Express credit cards.

Credit card payment is available only as an online service. Payers who choose the credit card option will be charged a one-time, non-refundable service fee per transaction that is 2.75 percent of the payment amount by a third-party vendor.

Five basic steps to take you from applying for financial aid to disbursement of your awards.

You can use the My Finances tab of MyU to track where you are in the process.

1. Apply for financial aid—Every student, regardless of family financial status, should complete the Free Application for Federal Student Aid (FAFSA) online at fafsa.ed.gov after January 1 each year. Everyone qualifies for some financial aid: federally-subsidized work-study, and/or loans. After analysis by the federal processor, your information is sent to the University where it is reviewed for completeness and accuracy. Most international students will not qualify for federal aid. Please review the federal eligibility criteria (http://studentaid.ed.gov/eligibility) to see if it would be beneficial to complete a FAFSA.

2. Complete additional requirements—If your record is missing information, or if you are selected for detailed file review called verification, all requested documents must be submitted before your financial aid will be awarded. If documentation is missing, you will receive an email or mailed request for documentation, such as proof of citizenship status, Selective Service registration, or loan default status. After tuition and fees are approved, cost of attendance for the year is finalized (mid-July), and the review process is complete, you will be offered financial aid awards that are as favorable as possible for your eligibility.

3. Complete the eFAAN—You will receive an email linking you to Financial Aid Status, a secured website with the electronic Financial Aid Award Notice (eFAAN), the formal offer of financial aid from the University of Minnesota. You are encouraged to review and accept, reduce, or decline the awards online in the eFAAN at your convenience.

4. Complete loan documents—You must complete a promissory note for any loans you have accepted. Promissory notes are completed online. Ford Federal Direct Unsubsidized and Graduate PLUS Loans require you to complete an online master promissory note (MPN) only once since it is good for one or more loans, for up to 10 academic years of consecutive enrollment. If you’re a first-time borrower, you may also need to complete entrance counseling or truth-in-lending documents after accepting your loan(s) and before receiving loan funds.

5. Disbursement of funds—Disbursement is the process by which financial aid funds are transferred into your account after promissory notes have been processed, entrance counseling completed, and you have registered. Graduate students must be enrolled half time to receive their aid. You can go to: z.umn.edu/enrollmentcertification to determine half-time enrollment for your specific graduate program. Some awards require full-time enrollment. Financial aid automatically pays tuition, fees, and on-campus room and board charges. Because it is safer and faster, you must use direct deposit to receive your disbursements for amounts over and above the charges in your student account. You can sign up at the direct deposit Quick Link on onestop.umn.edu.