Apply online at www.firelands.bgsu.edu

☐ Complete the FAFSA
(Free Application for Federal Student Aid) online at www.fafsa.gov after October 1 of the year before you plan to attend. Priority is given to those students who apply before January 15. Be sure to list Bowling Green State University as a school to receive your information. BGSU school code is 003018.

☐ Submit all requested documentation
- View information through your MyBGSU under your “TO DO LIST” and “HOLDS.” New students will also initially be mailed information; however, as a continuing student, you should monitor your “TO DO LIST” and “HOLDS” regularly for important financial aid information.
- To see more details click on the details link and then click on each item separately for additional information.

☐ Award Letters are sent out beginning mid February of the year prior to attending
- Evaluate your financial aid award offer.
- Notify FA if you receive any additional scholarships from outside sources.
- Notify FA if you plan to attend less than full time (12 credit hours). You may update your enrollment plans through the following website; https://finaid.bgsu.edu/prd/term/ (You do not have to be full-time to receive financial aid)
- Notify FA if you wish to reduce or decline any aid amounts. (You may decline items through your MyBGSU. However, if you wish to reduce amounts offered, please contact the Financial Aid Office.)

☐ Complete Entrance Counseling and Master Promissory Note if taking out loans
- Go to www.studentloans.gov
- Loans require that you take a minimum of six credit hours to be eligible. You do not have to be full time to receive financial aid.

☐ If you are attending summer semester complete the Summer Application for financial aid at www.bgsu.edu/financial-aid.html

☐ Sign up for direct deposit through your MyBGSU
- Excess funds will be directly deposited into your bank account.
- If you do not wish to have funds directly deposited into your bank account, any excess financial aid funds will be mailed to you, though this may take longer.

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Purchase of books using financial aid funds
- If you have excess financial aid funds available to you, you may sign up for our Opt-In Financial Aid program. This program allows you to purchase your books prior to the start of the semester using your excess financial aid funds.
- You may also wait until your excess funds are released to you at the beginning of the semester. Refunds are issued at the start of the semester. Direct deposit will allow you to get these funds faster.

Sign Up for the Title IV Authorization
- If you would like financial aid to cover miscellaneous charges, sign up for the Title IV Authorization through your MyBGSU.

Check your electronic billing statement every month through your MyBGSU
- Bills are generated on the 1st of the month and due on the 15th.
- Emails are sent out as reminders to check your eBill.
- EBills should always be checked even if you do not think you owe anything.
- Fall statements will be sent in July.
- Accounts not cleared by the due date are subject to BGSU’s payment policy.

Sign up for Installment Payment Plan (IPP)
- There is an Installment Payment Plan available should you wish to spread out your payments over several months.
- Students may enroll in the Installment Payment Plan through their MyBGSU.

Enroll in Access BGSU if you wish to share important information with others such as a parent or a spouse
- Enrollment link found on your MyBGSU Student Center
- You may grant access to financial aid information, billing information, and grades, along with To Do Lists and Holds. You choose what others can view.

Understand withdrawal policy as it relates to financial aid
- If you withdraw from classes or drop classes, understand that this may affect your financial aid.
- Financial aid is disbursed with the obligation that you complete your coursework.
- If you do not complete your coursework, financial aid may be removed which will create a bill that must be repaid.
- Talk to the financial aid office prior to dropping a class or withdrawing from the term.

Understand the Satisfactory Academic Progress requirement with financial aid
- Students must maintain satisfactory academic progress in order to continue to receive aid for future terms.
- Visit the BGSU financial aid website for further information.

Visit BGSU’s Financial Aid Website at www.bgsu.edu/financial-aid.html for resources and answers to frequently asked questions regarding financial aid

Visit BGSU’s Bursar Website at www.bgsu.edu/bursar.html for answers regarding your billing statement