



Office of Student Financial Aid & Scholarships
212 Student Services Center
Natchitoches, LA 71497

(318) 357-5961 or 800-823-3008
(318) 357-5488 (Fax)
nsufinaid@nsula.edu (Email)

Checklist for Continuing Students

January

- Complete and submit the Free Application for Federal Student Aid (FAFSA). You can complete this at studentaid.gov. Submit this application as soon as January 1st if possible. KEEP COPIES OF ALL FORMS YOU SUBMIT.
- PARENTS: It is helpful to get your income tax returns prepared early. Copies of the IRS Tax Transcript along with W-2's may be requested to verify financial aid eligibility.

February

- Look for your FAFSA Submission Summary by email. Your FSS will give you information on your financial aid eligibility. It will also tell you if you have been selected for verification. READ IT CAREFULLY!
- Complete the Title IV Authorization Form. This form can be found on your VIC account. You will also need to complete the Terms and Conditions.

March

- Log into your VIC account to see if the Financial Aid Office needs any additional paperwork from you and/or your parents.
- If you have not received your FAFSA Submission Summary 4 weeks after sending in your FAFSA, contact the Federal Student Aid Information Center at 800-433-3243 or studentaid.gov.

April

- Watch your email for important notices from the NSU Financial Aid and Scholarship Office.

May

- Check your academic progress to make sure you have met the minimum standards to maintain your financial aid eligibility.
- If you are a first time borrower, make sure you have completed the Entrance Counseling and Master Promissory Note. You can do so at studentaid.gov.

June and July

- Look for an award notification in your student email. This notification will instruct you how to log in to your VIC account so that you can verify your expected aid. If you have any questions, please contact the Office of Student Financial Aid.
- If you have not received an award notice, check with the Financial Aid Office to see if your aid is getting processed and if there is any additional paperwork needed.
- Direct Student loans will be offered to all students who are eligible. If you do not want to receive any loans, you must decline each loan individually online at your VIC account. If you wish to receive Direct Student loans, you must go online to your VIC account and accept the loan(s) you wish to receive.
- You can begin expecting a pre-bill for the semester. This will show the current charges and awards. If you have any questions regarding your charges on the pre-bill, contact the Student Accounting Office.