



**ACADEMIC YEAR 2007-2008 (includes Summer 2007)  
FINANCIAL AID STUDENTS: CHECKLIST OF PROCEDURES**

**Important Note for students interested in a Summer 2008 program:** Check with the UWSP Financial Aid Office if you have not accepted all your 2007-2008 financial aid as you may still be able to reinstate possible student loan funds. Awarding of Summer 2008 financial aid will be included in your 2008-2009 award.

<b>STEP 1</b>	Renew your financial aid application (FAFSA) for the 2007-2008 academic year March 1, 2007.
<b>STEP 2</b>	The UWSP Financial Aid Office <b>will email</b> you your Letter of Offer the first week of May. <b>Please “accept” your award and act on all action items. You then should ask the UWSP Financial Aid Office to ‘revise’ your award to include your specific program expenses.</b>
<b>STEP 3</b>	Upon receipt of your ‘Revised’ Letter of Offer, forward or bring in a copy (you can print it off your MYPOINT account under ‘Finances’ then ‘Financial Aid Offer & Status’) to Linda Garski, Room 108 Collins Classroom Centre for issuance of your Deferred Payment Form (since financial aid monies may arrive on campus AFTER departure).
<b>STEP 4</b>	Carefully note any conditions that must be satisfied, i.e. Entrance Loan Counseling, Perkins or Stafford Master Promissory Notes, etc. These items can all be processed online. If these conditions are not taken care of, your Financial Aid monies will <b>not</b> disburse.
<b>STEP 5</b>	If you need extra funding, contact the UWSP Financial Aid Office (715-346-4771) to verify your eligibility for an Alternative Student Loan or Parent PLUS Loan. Visit their website for more detailed information on these loan programs <a href="http://www.uwsp.edu/finance">www.uwsp.edu/finance</a>
<b>STEP 6</b>	Your financial aid monies will not arrive on campus prior to your departure. In one of our mailings to you, we will include a Power of Attorney card. This card allows the Bursar to deduct the amount you owe UWSP International Programs from your financial aid and send the refund, if any, to the home address listed on the Power of Attorney card.  If you owe the UWSP Bursar any money please make sure to pay them or it will be deducted from your Financial Aid monies, lessening the amount that they can pay Int’l Programs.
<b>STEP 7</b>	If you plan on having your family deposit the funds in a bank account for you to access overseas with your Debit Card, please check with your financial institution that your Debit Card can be used in the countries you will be visiting.

Students from other schools should contact their home campus Financial Aid office to begin the Consortium Agreement process. Once the Consortium Agreement is sent to UWSP Financial Aids Office, they will complete and return it to your home campus; you should receive a “Revised Letter of Offer”. Please then follow steps 3 through 6. If your home campus initiates the Consortium Agreement, you only need to complete the Guest Matriculant Form for admission to UWSP.

If you have any questions, please contact Linda Garski, 715-346-2382 or [lgarski@uwsp.edu](mailto:lgarski@uwsp.edu).