Graduate Student Instruction Letter

To apply for financial aid for 2016-2017 school year:

* Log into [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to create your FSA ID.
* Create a username and password, and enter your e-mail address
* Enter your name, date of birth, Social Security number, contact information, and challenge questions and answers.
* If you have a Federal Student Aid Pin, you will be able to enter it and link it to your FSA ID. You can still create an FSA ID if you have forgotten or do not have a pin.
* Complete your new (or renewal) FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov/) by following the on-screen instructions. Need assistance? Click on “CHAT” link to chat online with a customer service representative or call 1-800-433-3243. Be sure to include Faulkner University’s school code **(001003)** as one of your college choices in Step 6. **Note: Using IRS DATA RETRIEVAL TOOL on the FAFSA website will lessen your chances of being selected for verification by the government.**
* After you complete the FAFSA, access our school website www.faulkner.edu. Select **Quick Links**, select **Tuition/Financial Aid**. From the left side bar, select **Financial Aid Forms** to print off and complete the following 2016-2017 forms:
  + Loan Information Sheet
* To apply for a student loan, go to [studentloans.gov.](http://www.studentloans.gov/) Once you sign in using your FAFSA pin, complete the following:
  + Master Promissory Note (MPN) for Unsubsidized Stafford Loan
  + Entrance Counseling for Graduate students

**You can fax all forms to 334-386-7201, or**

**Mail all correspondence and forms to:**

Faulkner University Financial Aid Office

Cassie Green

5345 Atlanta Hwy

Montgomery, AL 36109

**Questions?** Email me, **Cassie Green**, at [cgreen@faulkner.edu](mailto:cgreen@faulkner.edu) or call (334) 386-7803.

12/10/15