COLORADO CHRISTIAN UNIVERSITY
Grace and Truth

College of Adult & Graduate Studies
2023-2024 Financial Aid Process

Financial aid is available to all students who are enrolled at least half-time (6 credits for undergraduate or 3 credits for graduate students) as a regular degree-seeking student. To apply for financial aid all students must complete the following steps. All forms are available by contacting the Service Central office at 303-963-3040 or 844-25-START.
Important financial aid information can be found at http://www.ccu.edu/ccu/financialaid/.

STEP 1: **FAFSA (Free Application for Federal Student Aid) – 2023-2024**
This application is available October 1, 2022. It is recommended that you use income and tax information directly from your 2021 federal tax return on your online FAFSA; do not estimate 2021 income or taxes. The FAFSA form can be most accurately completed online at www.fafsa.ed.gov. CCU recommends that you apply for a Federal Student Aid ID through the Dept. of Education at https://studentaid.ed.gov. You can use the FSA ID to log into your FAFSA and speed up the processing time for your financial aid application.

Colorado Christian University's Title IV Code is 009401.

The FAFSA can take 1-2 weeks to process before you receive your Student Aid Report (SAR) or the school receives the electronic data! Your financial aid cannot be processed until the Service Central office has received the electronic SAR.

STEP 2: **Admission Application**
Before CCU can process your request for financial aid, you must have a completed Admission Application, and be fully admitted to the university. ***You will not receive an award package until this process is complete***. Undergraduate admission requirements include a final high school transcript or diploma verifying completion of your high school degree. No financial aid funds can be disbursed without proof of high school or GED completion and students may be dropped from classes without verified high or GED completion.

Please be aware that Step 1 & 2 should be completed simultaneously.

STEP 3: **SAR (Student Aid Report)**
After you have submitted your FAFSA, you will receive a SAR. Read through the SAR carefully and review it for any incorrect information. If there are corrections that need to be made to your SAR, please make the corrections in your FAFSA. Your SAR will also tell you if you are chosen for verification or if there are other issues that need to be resolved.

STEP 4: **Verification****
The Department of Education randomly selects students who have completed the FAFSA for a process called verification. Please determine if you have been selected once you receive your SAR. If you are selected, you will be notified on your SAR. Please submit verification documents via the online Verify My FAFSA platform. Minimum additional documentation includes IRS tax transcripts for you and your spouse and a verification worksheet completed and signed by both you and your spouse.

STEP 5: **Correction Documents****
If your SAR has any processing problems, you will be notified that we may need correction documents. These documents may include a copy of your Social Security Card, Birth Certificate or Selective Service letter. If you have received Pell Grant funding at three or more schools in the past four years, you may be required to produce documentation of earned academic credit at each of these schools. Please check the first page of your SAR to determine if there are any issues with your SAR that may need to be resolved. If you have questions about what may or may not be needed, please contact the Service Central office.

STEP 6: **Award Letter**
After the above documentation has been submitted to the Service Central office and we have processed your file, you will receive an e-mail advising you to log into Self Service at https://selfservice.ccu.edu/. View the financial aid that is available to you by selecting "Review and accept your Financial Aid Award Package." To access Self Service, you will need to log in using your CCU Login, which allows you to access the secure CCU network. This account can be created at https://secure.ccu.edu/CCUloginrequest/. Once these steps have been completed, you will need to accept or decline the awards online.

**Indicates that not all students will be required to complete this step. Please refer to your SAR to determine if you are required to complete these documents. If you are not sure if you need to complete these items, please contact the Service Central office.

STEP 7:   **Entrance Interview (for first time loan recipients at CCU)*****
First-time borrowers at CCU must complete the Direct Stafford Loan Entrance Interview by choosing the link on www.ccu.edu/loans. All first-time Stafford Loan borrowers are required to complete the entrance interview before their Stafford Loan funds will be disbursed.

STEP 8:   **Master Promissory Note*****
Once the student has accepted financial aid, the student must electronically complete the Master Promissory Note (MPN) by choosing the link on www.ccu.edu/loans. Because of the Health Care and Education Reconciliation Act of 2010, all student loans are now offered through the Direct Loan Program.

STEP 9:   **Student Alternative Loan**
The student who opts to take an alternative loan will choose a lender and begin the loan selection and application process at www.ELMSelect.com. The Alternative Loan requires credit approval and may also require a co-borrower. After the Alternative loan has been approved and the promissory note has been signed, CCU will certify the loan and the student can expect to see loan funds at the school within 3-5 business days, or within two weeks of the beginning of the semester.

STEP 10:   **Loan Processing**
Once financial aid has been accepted online, and the Master Promissory Note has been completed, we will process your request for financial aid. CCU must have the completed Stafford Entrance Interview, and a signed MPN, before the student's awarded financial aid can be processed by CCU and the loans can be disbursed. This process can take 1-2 weeks once your file is ready.

STEP 11:   **Fund Disbursements**
Federal and State Financial Aid is disbursed per the disbursement schedule posted on the website. Course participation and attendance will be determined before financial aid is disbursed. Stafford, PLUS, and Alternative funds are processed by the Service Central office and then put on your student account as a credit toward your tuition and fees. Please note: no financial aid funds can be disbursed to undergraduate students without documentation of high school or GED completion.

STEP 12:   **Refund Check**
Any financial aid credit balance that remains after tuition and fees are covered will be refunded within 10 days of disbursement. If you have additional funds above and beyond the cost of current semester charges, you may be eligible to receive a refund for any overage. To request a direct deposit refund of the credit balance on your CCU account, log into Self Service and click on "Banking Information" to add a bank account. After you have entered your bank information the credit balance on your CCU account will be electronically directed to your personal bank account. Electronic refunds are processed once a week.

***Indicates that these steps are only required for first time award recipients at CCU.

Important reminders:

- Correspondence from CCU comes primarily by e-mail. Keep your e-mail address updated, and check your e-mail inbox regularly for any announcements that may pertain to your financial aid status.

- There are many outside scholarships that are available for those students who wish to pursue them. Do your research!! The website http://www.fastweb.com is a great place to start.

- Keep copies of all information that you fill out and submit to CCU, including your FAFSA.

- **Financial aid is a lengthy process**. Please start as early as possible and keep on top of all requests for additional information from the Service Central office.

- If all of the steps above are not completed in a timely manner, you may not be eligible to receive all or part of your financial aid award for your program.

- **If you have any questions about the process or want to check your status please call the Service Central office at 303-963-3040 or e-mail** FinancialAidSupport@securemail.ccu.edu**. You can also learn more about the financial aid process at** http://www.ccu.edu/ccu/financialaid/**.**

- *CAGS students are assessed a Resource Fee that covers all technology resources as well as the CCU Bookstore's Slingshot. Slingshot is an unlimited service, with all course materials shipped to students at no additional cost. All required textbooks are now included in the Resource Fee.*