

FINANCIAL AID CHECKLIST

Please read all enclosed paperwork relating to your *Financial Aid Offer* very carefully and complete the steps below. If you have already received federal student loans while at Northpoint, you may skip to Step #3.

1. **Complete** the online *Master Promissory Note* (MPN) for your Federal Direct subsidized and unsubsidized loan(s) by accessing <https://studentaid.gov> (IN SCHOOL) if this is the **first time** you will be taking out a Federal Direct Loan *while at* Northpoint Bible College. You will need to have your FSA ID on hand in order to electronically sign your MPN. You will also need two references. The *first* should be a parent; the *second* a close relative who lives at a different address. If you need help completing the MPN, contact Direct Loan Applicant Services at (800) 557-7394.
2. **Complete** online Direct Loan *Entrance Counseling* by accessing <https://studentaid.gov> (IN SCHOOL) if this is the **first time** you will be taking out a Federal Direct Loan *while at* Northpoint Bible College. Log in using your FSA ID and click on *Entrance Counseling*. If you need help completing Entrance Counseling, contact Direct Loan Applicant Services at (800) 557-7394.
3. **Complete** **Section I and IV** of the *Addendum to Financial Aid Offer* and **Sections II and III** if applicable. (Note: **All students** must complete **Section I**).
4. **Sign and Return** the *Financial Aid Offer*, *Addendum to Financial Aid Offer*, and, if enclosed, the *Authorization to Release Financial Aid Information* forms by the deadline requested on your *Financial Aid Offer*.
5. **Access** Northpoint's website at www.northpoint.edu to:
 - View Northpoint's Fee Schedule
 - View lenders for borrowing private loans
 - Obtain scholarship information and application forms
 - Download an *Employment Application* (for Work Study*)

* If you were offered Work Study funds, **you must apply and be hired** for a job in order to **earn** these funds. Not all students who are offered Work Study funds will be employed because funds and jobs are limited.