Financial Aid Checklist
Finalize your financial aid awards. It’s not too late to apply for federal funds but please do so ASAP!

- Create an FSA ID – The FSA ID is the electronic signature for your FAFSA. Both the student and a parent must obtain an FSA ID to sign FAFSA upon submission.

- Complete a FAFSA – The Free Application for Federal Student Aid (FAFSA) is the only application for Federal, State, and institutional financial aid. It is a free application and Ohio University Eastern’s school code is 003101.

- Visit OHIO Student Center – Log in to your Student Center to review your financial aid awards.

- Accept/Decline Loans – On your Student Center, select Accept/Reduce/Decline to make loan decisions.

- View Award Details – Select each award listed on your Student Center to review the details. Make sure to review all scholarship details for renewal criteria.

- Set up Direct Deposit. Students who will receive an overage (credit) should sign up for direct deposit so the funds will be deposited to a checking or savings account that is in your name.

- Visit Additional Payment Options to review methods of paying out-of-pocket expenses.

- Report any and all outside agency scholarships you’ve been awarded. Send or bring the checks to the Student Services Office for processing and placement on your account.

Federal Loan Requirements
Students who are borrowing money for the first time must complete the following at www.studentloans.gov:
- Master Promissory Note
- Entrance Loan Counseling

First-time freshman borrowers will receive their first payment of Federal Direct Loans 30 days after the semester begins (September 21st for fall 2016).
Billing—Your Student Account

The Bursar’s Office is responsible for processing billing charges and sends emails to students once a bill is available for viewing inside the student center. You will not get a paper bill in the mail. Bills for the fall semester are due August 21st.

Students should use the My OHIO portal (Accounts tab) to access their student account information on My OHIO Student Center. Students may view real time account activity, enroll in Direct Deposit, enroll in Payment Plan, view 1098-T information, add an Authorized User, and make payments.

Student Account How To Videos

Click on Student Account How To Videos for assistance with navigating your student account. The menu options, on the left, will also provide additional information about the Office of the Bursar.

METHODS OF PAYMENT AVAILABLE:

- **eCheck (available online only):** No service fee is charged for this option. You will need to provide your bank’s routing number and your checking or savings account number. If you have questions regarding the correct numbers to use, please contact your financial institution. Do NOT use the numbers on your debit card. Dishonored ACH payments are charged a $25.00 service fee.

- **Credit Card (available online):** A service fee of 2.9% is added to the total payment. This is a fee charged by our payment processor; Ohio University does not receive this additional fee. MasterCard, Visa, Discover and American Express are accepted.

- **Credit Card (in person at regional campuses only):** Only students attending that particular regional campus can pay in person at the Regional Campus Student Services Office with a credit card. MasterCard, Visa, Discover and American Express are accepted.

- **Personal Check, Cashier’s Check, or Money Order (available by mail or in person):** Payments should be made to the order of Ohio University. Dishonored checks are charged a $25.00 service fee. Please include your OHIO PID number in the memo line of the payment.

You can make a payment in person in the Student Services Office, First Floor, Shannon Hall.

**Hours:** 8:00 am—5:00 pm Monday through Friday