

2004-2005 Nyack College ADCP Financial Aid Checklist

The following is a checklist to organize and expedite your financial aid process at Nyack College School of A.C.E. Completion of these steps is necessary in order for you to begin your classes through the Nyack College School of A.C.E.

REMEMBER it is the student's responsibility to see that all paperwork is completed and sent in before deadlines so that the Office of Financial Services can meet its responsibility in continuing the process. If you have any questions, please call the Office of Financial Services at 1-800-876-9225 ext. 758.

Students paying in full or using the FACTS tuition payment plan for their entire tuition do NOT need to complete the following paperwork. Students planning to receive any federal or state aid, including student loans MUST complete the following paperwork before registering for any class.

Date Completed

1. _____ Completed FAFSA on the Internet (www.fafsa.ed.gov), signed and returned signature page to Federal Student Aid Programs, and sent Confirmation Page to Nyack College Office of Financial Services.
2. _____ Received Student Aid Report (SAR) and called Nyack College School of A.C.E. Financial Services.
3. _____ The following forms were completed and returned to ADCP Financial Services during Phase I of the ADCP:
 - _____ Verification Worksheet (required)
 - _____ Loan Information Sheet (required)
 - _____ Master Promissory Note (required)
 - _____ Entrance/Exit Interview (required)
 - _____ Other documents requested by Financial Services (Citizenship, Social Security, Selective Service, Default Letter, Signed copies of federal tax forms, etc.)
4. _____ Received award letter with remaining forms.
5. _____ Ordered Books for Semester One
6. _____ Called Office of ADCP Financial Services at least one week before registration for Semester 1 to make sure all paperwork is in and that I will be permitted to register.