



WESTERN MICHIGAN UNIVERSITY  
Student Financial Aid

## FINANCIAL AID CHECKLIST

Welcome to Western Michigan University! Please review our checklist and make sure you have completed all necessary steps to ensure a smooth transition as you prepare financially for school.

### FINANCIAL AID APPLICATION PROCESS

- ✓ Request an FSA ID. Be sure to get one for you and, if needed, a separate one for your parents at [fsaid.ed.gov](https://fsaid.ed.gov).
- ✓ File the Free Application for Federal Student Aid (FAFSA) at [fafsa.ed.gov](https://fafsa.ed.gov). You can apply for the FAFSA starting Oct. 1 for the upcoming academic year. Most students qualify for some type of financial aid, so be sure to get your FAFSA in early. **WMU's school code is 002330.**
- ✓ Make sure you are admitted into a degree seeking program and submit all required transcripts.
- ✓ Check your WMU email daily through GoWMU at [gowmu.wmich.edu](https://gowmu.wmich.edu). This is where we will communicate with you about the status of your financial aid, and what we need from you to continue.
- ✓ Visit the Registrar's website for your estimated cost of attendance at [wmich.edu/registrar/extra/tuition/calculator](https://wmich.edu/registrar/extra/tuition/calculator).

### FINANCIAL AID OFFER & OFFER NOTIFICATION

- ✓ Continue to review your offer package on GoWMU and submit any required documents as instructed. Requirements should be completed 30 days prior to the start of the semester.
- ✓ Report your private scholarships and additional resources for the year using the Scholarship Resource form at [wmich.edu/finaid/resources/forms](https://wmich.edu/finaid/resources/forms).
- ✓ Decline or reduce any undesired student aid using the Financial Aid Adjustment form located on GoWMU.
- ✓ Complete a Master Promissory Note and Student Entrance Loan Counseling if you are a new federal student loan borrower by visiting [studentloans.gov](https://studentloans.gov). Parents may apply for a Federal Direct Parent PLUS Loan at [wmich.edu/finaid/resources/forms](https://wmich.edu/finaid/resources/forms).
- ✓ Stay enrolled and complete all courses with a passing grade. Most aid requires full-time enrollment. Dropping and/or withdrawing from classes could result in the loss or reduction of your aid, and may affect future eligibility.

### DISBURSEMENT OF FINANCIAL AID

Disbursement of aid begins 10 days prior to the beginning of each semester. If your disbursed aid exceeds your charges, you will receive your refund on or about the first day of class.

Have questions? We are here for you! Please contact us at Bronco Express for all of your financial aid concerns.

#### BRONCO EXPRESS

Located in the lower level of the Bernhard Center  
(269) 387-6000  
[finaid-info@wmich.edu](mailto:finaid-info@wmich.edu)  
[wmich.edu/broncoexpress](https://wmich.edu/broncoexpress)  
HOURS: M-T-Th-F 8am-5pm | W-10am-5pm

Walk-ins welcome--no appointment necessary. We assist students with transactions and questions related to financial aid, payments, student accounts and general registration information.

For circumstances that require additional advising, we will help you schedule an appointment with a Financial Services Specialist.

#### STUDENT FINANCIAL AID

[wmich.edu/finaid](https://wmich.edu/finaid)  
HOURS: M-T-Th-F 8am-5pm | W-10am-5pm