

2023-24 FINANCIAL AID CHECKLIST

Let us be one of the first to congratulate you on the important decision you have made to attend National American University! NAU has a financial plan for ALL students to fund their education.

If you are planning to use federal financial aid as a funding resource, below is a list of items you may need to complete for us to get started on your financial plan.

If you are not planning to use federal financial aid, you do not need to complete this list of items and your Financial Services Representative will be in touch with you soon to get started on a financial plan.

1 CREATE AN FSA ID AND PASSWORD

All students (and if dependent, your parent(s)) will need a **Federal Student Aid (FSA) ID and Password** if you plan to apply for financial aid.

IF YOU DO NOT HAVE AN FSA ID AND PASSWORD, YOU WILL NEED TO APPLY FOR ONE.

1. Go to [FSA ID](#) to start the process!
2. Watch the [video tutorial](#) to guide you.



HOW TO CREATE AN FSA ID
(Account Username and Password)

2 COMPLETE THE 23-24 FAFSA

All students (and if dependent, your parent(s)) will need to complete the **2023/24 Free Application for Federal Student Aid (FAFSA)** if you plan to apply for financial aid.

1. Go to [FAFSA website](#) to start the FAFSA
2. Watch the [video tutorial](#) to guide you.



How to **FILL OUT** the FAFSA® Form
FederalStudentAid

3. If you have already completed your FAFSA for this award year, please use your FSA ID and make a correction by adding our school code, 004057 Rapid City SD (for all NAU locations), on the [FAFSA website](#).

3 COMPLETE INTERNAL FINANCIAL AID FORMS

Your NAU Financial Services Representative will assist you with the completion of any internal financial aid forms during your financial aid appointment.

STOP DO STEP 4 AFTER YOU HAVE RECEIVED YOUR STUDENT AID REPORT (48 HOURS AFTER THE FAFSA WAS COMPLETED).

Note: Previous student Direct Loan borrowers regardless of which prior school(s) attended DO NOT need to complete Step 4. However, if you are a new student to NAU and your name has changed since you last borrowed a federal student loan, you will need to complete a new Master promissory note.

4 COMPLETE THE FEDERAL DIRECT LOAN PROCESS

All students need to complete the **Federal Direct Loan** process if you plan to apply for federal financial aid.

DIRECT STAFFORD LOAN MASTER PROMISSORY NOTE

The Subsidized/Unsubsidized Master Promissory Note (MPN) is a legal document in which you promise to repay your federal student loan(s) and any accrued interest and fees to your federal student loan servicer. There is one MPN for Direct Subsidized/Unsubsidized Loans. Most schools are authorized to make multiple federal student loans under one MPN for up to 10 years.

You will need to access [studentloans.gov](#) to complete the **Direct Stafford Loan Master Promissory Note**.

Regardless of which NAU location you are attending, be sure to choose the "School State" as South Dakota and the "School Name" as National American University (no city listed). This should bring up NAU with a Rapid City, SD address.

1. Click on **Log In** and enter your FSA ID and password.
2. Verify your personal information in the upper left corner.
3. Chose **Complete Loan Agreement for a Subsidized/Unsubsidized Loan (MPN)**

DIRECT STAFFORD LOAN MASTER ENTRANCE COUNSELING

If you have not previously received a Direct Loan or Federal Family Education Loan (FFEL), the federal government requires you to complete entrance counseling to ensure that you understand the responsibilities and obligations you are assuming.

If you are completing entrance counseling to borrow a federal student loan as an undergraduate student, then the entrance counseling will fulfill counseling requirements for Direct Subsidized Loans and Direct Unsubsidized Loans.

You will need to access [studentloans.gov](#) for **Direct Stafford Loan Entrance Counseling**.

Regardless of which NAU location you are attending, be sure to choose the "School State" as South Dakota and the "School Name" as National American University (no city listed). This should bring up NAU with a Rapid City, SD address.

1. Click on **Log In** and enter your FSA ID and password.
2. Verify your personal information in the upper left corner.
3. Choose **Complete Entrance Counseling**. DO NOT choose **Complete Financial Awareness Counseling**. Click on the button to complete entrance counseling as an **Undergraduate student**, even if you are a graduate or professional student.