



Student Awards & Financial Aid
401 Sunset Avenue, Windsor
Ontario, Canada N9B 3P4
P: 519-253-3000 Ext. 3300 F: 519-973-7087
www.uwindsor.ca/awards
award1@uwindsor.ca

US FEDERAL STUDENT AID APPLICANT CHECKLIST AND DECLARATION FORM

All US Federal Student Aid applicants must complete the following checklist and declaration form which must be submitted to the Student Awards and Financial Aid office via email to usfinaid@uwindsor.ca at least one month in advance of the study period start date. Failure or delays in submitting this form will cause delays in our ability to assess your eligibility for funding.

LAST NAME:	FIRST NAME:
UWINDSOR STUDENT ID#:	ACADEMIC YEAR ATTENDING:

FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) APPLICATION INFORMATION

I HAVE READ AND UNDERSTOOD ALL REQUIREMENTS AS OUTLINED IN THE ITEMS LISTED BELOW:

- I have applied for US Federal Student Aid (Direct Loan) using the FAFSA application and I have reviewed my Student Aid Report for the 'Academic Year' as noted above. I have addressed all outstanding items listed under the 'Comments About your Information' section on my Student Aid Report.
- I have completed an Entrance Counselling Session at studentaid.gov.
- I have completed a Direct Loan Master Promissory Note (MPN) at studentaid.gov for the current academic year (an MPN must be completed each year that you are applying for US Federal Student Aid).
- I have completed the Estimated Financial Assistance (EFA) Disclosure information (see reverse side) and have provided true and accurate information. I authorize the Student Awards Administrator or Director to contact my academic department to confirm this information if required.
- ***APPLICABLE TO CANADIAN & AMERICAN DUAL J.D. STUDENT ONLY:*** I have downloaded, completed and attached the Financial Aid Release Form.

ELIGIBILITY REQUIREMENTS

I HAVE READ AND UNDERSTOOD ALL REQUIREMENTS AS OUTLINED IN THE ITEMS LISTED BELOW:

Funding is NOT available for the following:

- **Distance Education Waiver** – The US Department of Education does not permit students to receive US Federal Student Aid in a term where a student is registered in distance course(s) (even if only one of the courses is a distance course). However, due to the situation with COVID-19, the US Department of Education, on exception, has announced a waiver, permitting students to receive US Federal Student Aid for studies taken through Distance Education (all or in-part) until the state of emergency is over.
- Co-operative education program (with the exception of Engineering)
- Certificate program
- Non-degree program
- Executive education and course-based masters programs
- Nursing program
- Program with an internship/practical component (exception Social Work)
- International academic exchange programs
- US students in receipt of US Federal Student Aid are not permitted to return to the US for any portion of their studies (including internships).
- I will notify the Financial Aid office should I change program, change course load or withdraw from studies.
- Funding eligibility is determined by information provided on this checklist. I further understand that if I change my course load or withdraw from my studies, that my entitlement will be recalculated and I may be required to repay all or a portion of loan funding received.
- I have read and understand that I must meet all Satisfactory Academic Progress requirements. I have read and understand all Terms and Conditions information that is outlined at: <http://www1.uwindsor.ca/awards/us-federal-funding>
- I understand that if I am eligible for funding, that my personal, program and academic progress information will be shared with the US Department of Education which includes authorized 3rd party service providers that facilitate periodic enrollment reporting to the National Student Loan Data System.

DISBURSEMENT OF DIRECT LOAN FUNDS

I HAVE READ AND UNDERSTOOD ALL REQUIREMENTS AS OUTLINED IN THE ITEMS LISTED BELOW:

- Once I receive my Loan origination notice by email of my loan entitlement, I have 14 days to cancel the loan.
- The Loan origination notice will provide the loan disbursement dates for the academic year.
- If a credit exists on my student account after the tuition and fees have been paid, I can request a refund. The funds will be available within 10 business days from the refund request date. Refunds will be released in Canadian dollars to a Canadian bank account. Refund instructions are available at: <https://www.uwindsor.ca/finance/722/refunds>
- A Canadian bank account is required to process any electronic transfer of funds.
- Funds will not be disbursed before the first day of classes; disbursement dates are listed on your Loan Origination notice.
- I understand that I must submit a copy of my Study Permit documentation to the Student Awards & Financial Aid office prior to the disbursement of my student loan funding.

FUNDING APPLICATION SOURCE - CHECK ALL FAFSA APPLICATION(S) COMPLETED**Direct Loan (Subsidized/Unsubsidized)****Grad PLUS****Parent PLUS****ESTIMATED FINANCIAL ASSISTANCE (EFA) DISCLOSURE & LIVING SITUATION****I HAVE READ AND UNDERSTOOD ALL REQUIREMENTS AS OUTLINED IN THE ITEMS LISTED BELOW:**

I will advise the Student Awards and Financial Aid office of any income/financial assistance (anticipated or actual) that will be received during the academic year. It is my responsibility to provide the Student Awards and Financial Aid office with updated financial information if it is received after the disbursement of direct loan funds. I understand that failure to disclose all award income may result in the requirement to repay student loan funding received.

FUNDING SOURCE	FALL TERM	WINTER TERM	SUMMER TERM
Graduate Assistantship			
Teaching Assistantship			
Research Assistantship			
UWindsor Awards			
External Awards/Scholarships			

Where will you be living during your studies (check the appropriate living situation and circle the corresponding terms):

With Parents: F W S Not with Parents: F W S Univ Residence: F W S

If eligible, do you wish to be considered for Institutional Bursary support Y N

COURSE LOAD

Funding amounts are dependent on course load and will be assessed at the beginning of each term. If there is a change to your registered course load (i.e. adding or dropping courses), please provide Student Awards and Financial Aid with the course change immediately. For Undergraduate students list courses/credit hours and for Master's/PhD students only if you will be a part-time or full-time student (circle one below)

EXPECTED NUMBER OF COURSES PER SEMESTER (Enter # of crs for Undergrad and FT/PT for Graduate)	Fall Semester	Winter Semester	Summer Semester
	Undergraduate:	Undergraduate:	Undergraduate:
	Master's/PhD: FT PT	Master's/PhD: FT PT	Master's/PhD: FT PT

STUDENT CONSENT

The information completed within this form is correct to the best of my knowledge. I understand that the information provided on this form will be used to assess my eligibility for US Federal Student Aid and that should additional information become available, I agree to update the Student Awards & Financial Aid Office in writing with the necessary changes. I confirm that I have reviewed and understand all applicable terms and conditions regarding maintaining eligibility for US Federal Student aid should I qualify.

Carefully read and check off each section after it has been read and understood. Sign and return this form to usfinaid@uwindsor.ca. Electronic signatures are acceptable provided this form is sent from either the email you provided on your FAFSA application or your UWindsor student email account.

SIGNATURE:**DATE:**

The US Department of Education will collect information from you to determine if you meet the eligibility requirements for US federal student aid. Information on the specific information collected and how it will be used by the US Department of Education can be found [here](#). The University of Windsor is approved to participate in the William D. Ford Federal Direct Loan (Direct Loan) Program and must comply with US federal regulations 34 CFR 668.24 specific to retention and examination of records. The University of Windsor is committed to the protection of privacy and confidentiality of all its constituents. The information collected on this document is collected under the authority of the *University of Windsor Act, 1962* and is collected for the purposes of administering US Federal Student Aid and any other need-based financial assistance as administered by the University of Windsor. If you have any questions about the collection of information or the uses to which it will be put, please direct your questions to the Director, Student Awards & Financial Aid, 401 Sunset Ave. Windsor ON, N9B 3P4.

