

The checklist below is designed to help students move forward confidently and on schedule in areas that impact the student account. To be financially cleared in time for fall semester, it is imperative that students do not wait to complete these steps. Do not hesitate to call Student Financial Services if you have questions about any of these items (503-554-2300).

- Student Account Payment Agreement** – This document establishes your intent to pay, outlines financial requirements for fall clearance, grants financial release of information to parent(s) or other named person(s).  
[georgefox.edu/offices/student-accounts/files/undergrad-payment-agreement.pdf](http://georgefox.edu/offices/student-accounts/files/undergrad-payment-agreement.pdf)
- Parents and students are encouraged to sign up for the **SFS News**, our campus newsletter. In it we provide alerts and general dates such as payment reminders, George Fox scholarship opportunities and important deadlines.  
[georgefox.edu/offices/student-accounts/other/news-updates](http://georgefox.edu/offices/student-accounts/other/news-updates)
- Student Financial Services Payment Estimator** – This worksheet will help you plan for the financial aspects of paying for college. It's a great tool to help you figure out if you will need to borrow for school and how much.  
[georgefox.edu/offices/student-accounts/online-forms.html#C](http://georgefox.edu/offices/student-accounts/online-forms.html#C)
- Sign up for monthly payments via the **Payment Selection Form** – Your first payment is required by Aug. 15, but feel free to start making payments earlier. All payment plans are subject to authorization by the Office of Student Accounts. This form will also be emailed to you in our post-Genesis follow-up. <https://goo.gl/forms/re4ntxvqFCD3mYUo1>
- Payment for fall semester is due the **Monday prior to semester start, or Aug. 15 if paying monthly**. To meet this timeline, we recommend all financial aid requirements and George Fox checklist items be completed by July 31 (and revisited periodically). Payments should be mailed by Aug. 11 unless you wish to pay online via MyGFU. (There is no charge to pay online using your bank account and routing number. There is a 2.75 % fee for debit or credit cards.)
- Your **“To Do Checklist”** items and required **“Forms”** can be found in [MyGFU.georgefox.edu](http://MyGFU.georgefox.edu). Because there are future requirements triggered by completed items, it is important that you check often for new “To Do” requirements and new “Forms” awaiting action.
- Enroll in **Direct Deposit Refunding** via MyGFU for all future student account credits. Direct Deposit is the fastest way to receive any excess funds that are owed to you (financial aid, overpayments, etc.). For instructions and details, go to: [georgefox.edu/offices/student-accounts/Direct%20Deposit%20Refunding.html](http://georgefox.edu/offices/student-accounts/Direct%20Deposit%20Refunding.html)

## IF YOU ARE RECEIVING FINANCIAL AID, FOLLOW THESE STEPS:

If you want financial aid and have not filed your FAFSA (Federal Student Aid), file at [fafsa.ed.gov](http://fafsa.ed.gov).

If selected for **Federal Verification**, required documents must be received by your financial aid counselor **before July 31** to meet the fall financial clearance deadline.

**New students:** Your initial award is estimated until verification is completed. Once completed, you will receive a revised award letter. Please review changes and revise your Payment Estimator and payment plans as needed.

**Returning Students:** You will not be awarded financial aid unless you are registered in 12 credits or more for fall and spring semesters and verification requirements are completed. Only then will an electronic award notification generate.

*You must accept or decline the offered aid in [MyGFU](http://MyGFU). This step repeats annually.*

If you have been notified by clubs, agencies, etc. that you are getting a scholarship, you need to enter that information in the **Finances** section in [MyGFU](http://MyGFU). All “outside” or “external” **scholarships must be reported** in this way to your financial aid counselor. It is your responsibility to follow through on the payment side of your scholarships.

**Parent Plus Loan** applications must be submitted each year ([studentloans.gov](http://studentloans.gov)). If you plan to use an **Alternative Loan**, applications are also requested each year through the corresponding lenders. Alternative loan requirements are not generated through George Fox, nor do they show up on your [MyGFU](http://MyGFU) “To Do” list; do not delay these loans, they take time!

Watch your [MyGFU](http://MyGFU) “To Do” list for the **Financial Aid Permission** (authorization). This form will give the university permission to use your financial aid to pay for course fees and more.