

## Financial Aid Application Checklist for Transfer Students

We appreciate your interest in attending Regis University and encourage you to follow these steps to apply for financial aid. Because financial aid does not transfer from one school to another, you must reapply for financial aid at Regis University.

The financial aid process at Regis University may be different from the one at your previous institution, and the awards you receive may vary in both type and dollar amount. Federal loan programs have annual limits, and the amount of remaining loan eligibility may be limited until new annual limits become available.

You should apply for admission to Regis University and have all of your academic transcripts submitted to the admission staff as early as possible. You cannot be offered financial aid here until you have been officially accepted to a degree program.

If you need to complete some courses at your prior college, please consider the financial aid Consortium Program at Regis University. Check [www.regis.edu/financialaid](http://www.regis.edu/financialaid) for details; select **Consortium**.

Start the process as early as possible. If your aid has not been completely processed before classes begin, you may need to make other payment arrangements with Regis University Student Accounts. Check <http://www.regis.edu/studentaccounts> for details.

### Steps --

1. Apply for admission and request all academic transcripts be sent to Regis University.
2. Contact your prior school and inform them of your last date of attendance. Request that all your future financial aid be cancelled and obtain written documentation of the cancellation for your records. Check your financial aid status on-line at the federal website, [www.nslds.ed.gov](http://www.nslds.ed.gov).
3. Update your FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or call 1-800-433-3243 to add Regis University, Code 001363. The 2010-2011 FAFSA applies to Summer 2010, Fall 2010, and Spring 2011. Reapply for financial aid each year by March 1.
4. If your file was chosen for verification at your prior school, you will be required to submit verification documents at Regis University as well, including the institutional verification form found at [www.regis.edu/financialaid](http://www.regis.edu/financialaid) under the **Forms and Publications** link. You will also need to submit a copy of your tax return.
5. Check your aid status on [WebAdvisor](#) and regularly review your regis.edu e-mail account. Submit requested documentation as soon as possible.
6. We may need additional information from your prior school in order to determine your loan eligibility. If needed, we will send you the Non-Regis Financial Aid Cancellation Letter to be completed by a financial aid staff member at your prior school.
7. Notify your lender(s) of your new school and your new address if you have moved.
8. Once your financial aid file is complete, you will be sent an e-mail to your regis.edu e-mail address to inform you that your award letter is available for review on WebAdvisor. You must complete and return your Award Response Form (ARF), which is available on [WebAdvisor](#), in order to accept your loans.
9. Loan amounts are based on your class standing (academic credits earned) at the time that the loan is certified by financial aid staff. If additional academic credits are added after this point and your class standing changes, you may request an increase in your loan amount by sending an e-mail request to [Enrollment Services](#).

Request our help at any time by calling 303-458-4126 or 1-800-568-8932, or e-mailing [Enrollment Services](#) or by reviewing [www.regis.edu/financialaid](http://www.regis.edu/financialaid). Participate in and complete your classes successfully in order to maintain your financial aid eligibility!