

Planning Steps to Apply for Financial Aid at TWU

Apply early for need-based aid! An early application will improve your chances for getting the maximum aid for which you are eligible. We give priority to applications which are complete in our office and ready for our review by mid-March. To meet this deadline, you should complete and submit all applications and forms no later than mid-February. Don't wait until you have been accepted to apply for aid.

Financial Aid Priority Deadline March 15th – You must apply each year!



- File Your Admissions Application-** through **Apply Texas One Application** https://www.applytexas.org/adappc/gen/c_start.WBX
- File your Federal Tax Return Early**
- Request a PIN Number:** If you and/or your parents do not have a PIN number, you should request a PIN prior to completing the FAFSA on the Web. You and/or your parents can apply for a PIN by going to <http://www.pin.ed.gov/> The PIN number can serve as an electronic signature for both you and your parents. You and your parent(s) must each have a separate PIN. Once you receive your PIN number, be sure to keep it in a secure location because you will use this number to communicate with the Department of Education in the future. This allows you to sign your Free Application for Federal Financial Aid (FAFSA) with your pin number and avoid having to print the FAFSA signature page and mail it. These steps speed up the processing time of your FAFSA application.
- Complete the Free Application for Federal Student Aid (FAFSA)**
File the [FAFSA](#) early. We recommend that you submit it on-line at www.fafsa.ed.gov. Be sure to put our school code on your application. The code number for TWU is **003646**. We recommend that you file your FAFSA as early as possible, but no later than 90 days prior to the semester/term you plan to attend. The FAFSA is available after January 1 each year for the coming summer and fall/spring semesters. If you are interested in federal aid, **file your [FAFSA](#) as soon after January 1 as possible.**
- Complete all sections of the [TWU Financial Aid Certification and Information Form](#) for the semester/terms you plan to attend.
- Apply for TWU Scholarships** on the (STARS) system online in [Pioneer Portal](#) by the March 15 deadline for each fall. After submitting your admission application, you are granted the ability to set up a Pioneer Portal account. After a student has a portal account, it will be possible to access the STARS scholarship application. We recommend applying for scholarships after you have submitted your admissions application. More information can be found at <http://www.twu.edu/finaid/scholarships-faq.asp>

After You Get Your Financial Award Notice

- Complete [TWU Debt Management/Loan Counseling](#) if you are awarded a student loan.
- Complete a Master Promissory Note** at <https://studentloans.gov/> if you have been awarded a Federal Direct Subsidized Stafford Loan, Federal Direct Unsubsidized Stafford Loan, Federal Direct Graduate PLUS Loan, or Federal Direct PLUS Loan. The Master Promissory Note (MPN) is valid for 10 years. You do not need to complete the MPN each year after the initial signing.
- TWU email system** is the official method of communication tool used by the university. We recommend that you check it daily during the semester but especially during start-up times. If there are issues that need your attention – we will contact you by that TWU email address.
- To be eligible for Federal Financial Aid – You must enroll** in at least six semester hours each semester. (Some programs may require fulltime enrollment (12 semester hours for undergraduates or 9 semester hours for graduate students.) Special enrollment and eligibility requirements for each financial aid program may be found in “Financial Aid Options” at <http://www.twu.edu/finaid/default.asp> . More general registration instructions can be found at <http://www.twu.edu/registrar/registration.asp>

- Activate your TWU **OneCard** as soon as you receive it. First time TWU students will receive this card approximately two weeks after registering for classes. You cannot receive a financial aid refund without activating your TWU OneCard. Once all your charges are paid to your account, the university will send eligible students' financial or institutional refunds to the TWU OneCard so you can use the funds for other expenses. More information can be found at <http://www.twu.edu/onecard/>
- Accept your Federal Stafford Loan, Parent Loan and/or Graduate PLUS Loan when awarded by going to your [TWU Portal](#) account to view your awards in the WebAdvisor section. Once you review your awards, follow the instructions there to accept, reduce or decline each award within 15 days of your email award notification. Funds will not be disbursed to your student account until the awards have been accepted.
- All students must make an official tuition down payment of 25% or have an accepted financial aid award equal to or greater than 25% of the tuition and fee amount due, to become an officially-registered student. This down payment prevents your class schedule from being dropped. Students who can't meet the timely payment should apply for a Texas Public Emergency Tuition Loan. See this link for more details: <http://www.twu.edu/finaid/tpe-emergency-loans.asp> . Those students who choose the minimum payment option must enroll in the payment plan through the Pay Online/Pay My Bill feature. The balance of the charges will be payable at scheduled intervals throughout the semester.

Here are links for additional registration information

Registrar's Office & Key registration dates: <http://www.twu.edu/registrar/>

Bursar's Office & Payment Information: <http://www.twu.edu/bursar/>

Financial Aid Information: <http://www.twu.edu/finaid/>