
Filling Out a FAFSA for Excelsior

March 2013

Call us toll-free at
1-877-542-4134
if you have any questions.



Excelsior FAFSA Facts

- You must be enrolled at Excelsior College to use Federal Student Aid.
- Turn around time for processing may be as quick as 7-10 business days. However, we recommend you get your application in soon, as additional processing time may be required.
- If you are registering for May and July 2013 courses, and would like to apply for Federal Student Aid, complete and submit a [2012–2013 FAFSA](#) by **April 1, 2013**.
- Excelsior College's code is **014251**. You will need this for the application.
- Contact your academic advisor to receive course approval.
- Army students will need to register for courses through Excelsior's website instead of the goarmyed portal.



Step-by-Step Instruction

- 1. FAFSA.** Go to fafsa.ed.gov, fill out and submit your Free Application for Federal Student Aid online. (If you are registering for May and July courses, be sure to fill out the [2012-2013 FAFSA](#).) The Excelsior College code is **014251**.
- 2. Advisor Approval.** Go to [MyExcelsior](#) to request course approval from your academic advisor. Once logged in, you'll be able to contact your advisor through the **My Details** page.
- 3. Study Plan.** Complete and submit your Financial Aid Study Plan. Just go to [MyExcelsior](#), on the **My Details** page, to create a study plan within the **My Financial Matters** section.
- 4. Plan Review.** Financial aid counselors will review your plan and let you know within 7-10 days whether it has been approved.

***4a. Direct Loan Counseling.** Once approved, go to studentloans.gov, navigate to "Entrance Counseling", and complete your loan counseling.

***4b. Sign Your Master Promissory Note.** On the studentloans.gov website, navigate to "Sign Master Promissory Note", and electronically sign your promissory note.

***Only if borrowing Direct Loans.**

- 5. Register for classes.** You can do this through the MyExcelsior student [course registration](#). Your tuition and fees will be deducted from your financial award.