



Student Financial Services Award Checklist

- ❑ **Accept your financial aid award:**
Log onto MYCWU my.cwu.edu, click Student Tab, click Financial on the left menu, click Accept/Decline.
- ❑ **Complete Federal Loan Paperwork** www.studentloans.gov
 - ❑ Student Loan Entrance Counseling.
 - ❑ Student Loan Master Promissory Note.**If offered a Parent PLUS loan, then complete:**
 - ❑ "Apply for a Plus Loan"; Click Parent Borrowers.
 - ❑ Plus Loan Master Promissory (MPN); Select Parent PLUS as the MPN typeNote: You will receive a confirmation email from Student Loans for each successfully completed item.
- ❑ **Submit your scholarships to the Financial Aid Office:**
Ask your scholarship donor to make the check payable to "Central Washington University for the benefit of [your name & CWUID]" and send the check to: Central Washington University, Financial Aid Office, 400 E University Way, Ellensburg, WA 98926-7495.
- ❑ **Permission to release information to parents/guardians:**
Complete the "Release of Information" form to allow CWU to discuss your information with your parents/guardians; available online at www.cwu.edu/student-success.
- ❑ **Authorize financial aid to pay all of your charges:**
Complete the "Payment Authorization" form, available online at www.cwu.edu/student-accounts.
- ❑ **Grant access to your student account:**
Allow your parents/guardians to view your bill and make payments. Instructions are available at www.cwu.edu/student-accounts/online-payments.
- ❑ **Have your refund check electronically deposited to your bank account:**
Complete the direct deposit form, available at www.cwu.edu/student-accounts/forms.
- ❑ **Monitor your CWU Outlook email:**
All official university communications such as; financial awards, billing statements, and 1098t are sent to your CWU email address. Access your email regularly at my.cwu.edu select Student Outlook.



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For accommodation e-mail: DS@cwu.edu