



Office of Student Financial Aid
103 Roy Hall
Natchitoches, LA 71497
(318)357-5961 or (800) 823-3008

Checklist for Transfer Students

If you are transferring for the Spring Semester...

November

- Add NSU's school code (002021) to your FAFSA by calling the Federal Processor at (800) 433-3243 or you can add it on-line at www.fafsa.ed.gov.
- Complete an NSU Data Form online and Entrance Interview for NSU.
- Request an official copy of your academic transcript to be sent to the NSU Admissions Office.

December

- Log into your Student Account Services at <http://www2.nsula.edu/> to see what financial aid paperwork is needed and what the submission deadlines are.
- Make sure your aid at the school you are currently attending has been cancelled for the Spring semester.
- KEEP COPIES OF ALL FORMS YOU SUBMIT.
- Continue to watch your student account and email inbox for important notices from the NSU Financial Aid Office.

If you are transferring for the Fall Semester...

November

- Log into your Student Account Services at <http://www2.nsula.edu/> to see what financial aid paperwork is needed and what the submission deadlines are.
- Request an official copy of your academic transcript to be sent to the NSU Admissions Office.

January

- Complete and submit the Free Application for Federal Student Aid. You can complete this online at www.fafsa.ed.gov. Submit this application as soon after January 1st as possible.
- KEEP COPIES OF ALL FORMS YOU SUBMIT.
- PARENTS: It is helpful to get your income tax returns prepared early – copies of them may be requested to verify financial aid eligibility.

February

- Look for your Student Aid Report (SAR) by email. Your SAR will give you information on your financial aid eligibility. It will also tell you if you have been selected for Verification. READ IT CAREFULLY!
- Complete the NSU Financial Aid Data Form online.

March

- Log into Student Account Services at <http://www2.nsula.edu/> to see if the Financial Aid Office needs any additional paperwork from you and/or your parents.
- If you have not received your Student Aid Report four weeks after sending in your FAFSA, contact the Federal Student Aid Information Center at 1-800-433-3243 or online at www.fafsa.ed.gov.

April

- Look for an award email notice. This notice will instruct you how to log on to student account services and verify all aid that is being offered. If you have any questions regarding what is being offered, contact the Financial Aid Office.

May, June and July

- Keep checking your email and student account to see if your aid is getting processed, and if there is any additional paperwork needed. You can also begin expecting a Pre-Bill for the semester. This will show the current charges and aid awarded. If you have any questions regarding this pre-bill contact the Financial Aid Office.