

# AWARD CHECKLIST



**Complete the applicable requirements to receive accepted or estimated awards:**

## **FEDERAL DIRECT STUDENT LOANS**

(Subsidized and/or Unsubsidized)

[www.studentloans.gov](http://www.studentloans.gov)

- Accept loan(s) on BearPAWS
- Loan Agreement (**Master Promissory Note**) (for first-time borrowers)
- Loan Counseling - **Entrance** (for first-time borrowers)

## **FEDERAL TEACH GRANT/LOAN**

(Each award year) [www.studentloans.gov](http://www.studentloans.gov)

- TEACH Grant Counseling
- TEACH Grant Agreement To Serve (ATS)

## **FEDERAL DIRECT PLUS LOAN FOR PARENTS**

[www.studentloans.gov](http://www.studentloans.gov)

- Parent borrower** must complete application for the Direct PLUS Loan (Parent PLUS)
- Master Promissory Note (Parent PLUS) (for first-time PLUS Loan borrowers)

## **FEDERAL DIRECT PLUS LOAN FOR GRADUATE STUDENTS**

[www.studentloans.gov](http://www.studentloans.gov)

- Apply for a Direct PLUS Loan (Graduate PLUS)
- Master Promissory Note (Graduate PLUS)
- Loan Counseling - **Entrance** (Graduate PLUS)

## **NEW YORK STATE TAP GRANT**

[www.tapweb.org](http://www.tapweb.org)

- Complete TAP application (school code 0945 or school name SUC Potsdam)

## **NEW YORK EXCELSIOR SCHOLARSHIP**

<https://www.hesc.ny.gov/>

- Click on “Excelsior Scholarship”, read the terms and apply online using the “APPLY” button.

## IMPORTANT NOTES

Helpful Links:

**FAFSA**—<https://studentaid.ed.gov/sa/fafsa>

**TAP**—<https://www.tap.hesc.ny.gov/totw/>

**Excelsior**—<https://www.hesc.ny.gov/>

1. If you are awarded and accept a **Federal Work Study Award**, your name may be released to potential campus super-visors during the academic year.
2. Confirmation of **TEACH GRANT/LOAN** is contingent upon meeting academic requirements.
3. New York State **TAP GRANTS** will be calculated by Higher Education Services Corporation.
4. Out-of-state students are encouraged to apply for their state’s grants if available.
5. Federal and State funds awarded must be used solely for expenses related to attendance at SUNY Potsdam.
6. Recipients of Private Scholarship(s) must submit documentation of the award(s) describing the details to the FA Office.
7. Regulations mandate that you make Satisfactory Academic Progress toward the completion of your degree to main-tain eligibility for funding. Specific requirements can be found at [www.potsdam.edu/financialaid/sap](http://www.potsdam.edu/financialaid/sap)