

# Important Points about Financial Assistance

1. You **MUST** have a **2021-2022 Free Application for Federal Student Aid (FAFSA) form on file** with the UIS Office of Financial Assistance in order to have any aid, including scholarships, disbursed to your account.
2. All students who wish to receive financial assistance must make sure they have provided their social security number to the university on their Admission application. If you have not done so already, then you need to provide a photocopy of your social security card and valid ID to the Admission Office.
3. **All** correspondence from the Office of Financial Assistance will be sent to the student's UIS email account. It is very important that students check their UIS email account at least once a week. Respond to all correspondence from the Office of Financial Assistance expeditiously. Time is always of the essence and failure to meet deadlines can have dire financial aid consequences.
4. You must complete Federal Direct Entrance Loan Counseling and a Master Promissory Note (MPN) to receive your Federal Direct Loan funds. Go to [the Financial Aid website](#) or directly to [The Department of Education's Studentaid.gov page](#) to complete these requirements as quickly as possible. You will need your FSA id and password to log-in.
5. Make certain to sign up for direct deposit at <http://paymybill.uillinois.edu/DirectDeposit>. This will expedite the receipt of any refunds which you may be eligible to receive for the fall, spring and summer semesters.
6. Due to the Family Educational Rights and Privacy Act (FERPA), the UIS Office of Financial Assistance staff cannot discuss details of a student's financial aid package with anyone except the student. Unless the student is present with his/her parent, we cannot discuss financial aid matters with parents. Please note that for your protection inquiries regarding specific monetary amounts of financial assistance will not be given over the telephone, even to the student.
7. Our web address is [www.uis.edu/financialaid](http://www.uis.edu/financialaid). Please visit this site and review the information.
8. As a reminder, please note that there are indirect cost components included in the estimated cost of attendance that appear on your financial aid offer notification. Indirect cost items will never be charged to the student by the university. The indirect cost components include books/supplies, transportation and personal/miscellaneous expenses. For students who are commuting and will not be living in on-campus housing, you will also see estimated room and board in indirect costs.
9. All grants, waivers and/or scholarships proceeds will be disbursed to your student account, beginning the week before the start of classes each term if your financial aid file is complete. Refunds will be issued the Friday before the start of classes each term for eligible students.
10. Don't drop a course or withdraw from the University without speaking to a Financial Aid Advisor. Read the [UIS Satisfactory Academic Progress policy brochure](#) which is also available on our website under Guide to Financial Aid.
11. If you are interested in working on campus, you may search [CareerConnect](#) for available positions. [CareerConnect](#) may be accessed by going to the following URL: [www.uis.edu/career/students/careerconnect/](http://www.uis.edu/career/students/careerconnect/). This site will direct you to all the current job listings with a complete description of the position and pay rate. Beginning July 1<sup>st</sup>, all incoming fall students will have access to [CareerConnect](#) 72 hours after registering for classes. To apply students will need to upload a resume into [CareerConnect](#) for the career counselors to review and approve. Once their resume has been approved the student can start applying for any current job posting.