

# Financial Aid Award Guide 2022–2023

**Congratulations on receiving your financial aid award letter!**

**Now what?** Use this guide for important information to help you understand your financial aid award.

Be sure to read the “Financial Aid To-Do List” below and check off each task as you complete the requirements to receive your financial aid. Use the guide on the reverse to guide you on accepting your Financial Aid at [one.prattt.edu](http://one.prattt.edu)

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## Financial Aid To-Do List

*One.Pratt.edu --> Finances*

### APPLY → COMPLETE FAFSA

Go to [www.studentaid.gov](http://www.studentaid.gov) to apply for all federal, state, and institutional financial aid, including scholarships, grants, loans, and federal work-study opportunities.

### VERIFY & UPDATE

Carefully read your enclosed award letter and your to-do list.  
Determine if a Missing Information notice was applied to your account.  
Submit your required additional information as soon as possible.

### ACCEPT

To accept any student loans you wish to borrow please visit [One.Pratt](http://One.Pratt). See the reverse side of this form for detailed instructions.

Complete the Direct Loan Master Promissory Note (MPN) and Entrance Counseling at [www.studentaid.gov](http://www.studentaid.gov)

For Parent PLUS Loans, see instructions on the bottom of this form.  
Note: Consider federal aid first, then private loans, for financial aid.

### COMPLETE

Double check and follow up to ensure all to-do items are complete on the [One.Pratt](http://One.Pratt) Financial Aid page.

Access your tuition refund by signing up for direct deposit.  
Ensure financial aid is credited to your account by the start of class.

## Reasons Your Financial Aid May Change

Aid eligibility is not fixed. The following situations may alter your financial aid. Contact your financial aid counselor with questions.

### Additional Financial Aid

Notify us if you receive additional aid, such as private scholarships, fee waivers, employee educational benefits, vocational rehabilitation, etc.

### Verification

We are required to verify FAFSA data and may ask you to submit documents such as tax information. Changes to your FAFSA information could result in changes to your financial aid package.

### Course Enrollment

Enrolling in fewer than 12 credit hours or in a self-paced course may reduce your aid. Pell Grant recipients must be able to document attendance.

### Special Circumstances

Let your financial aid counselor know if you experience a sudden change in income or expenses. We may be able to reassess your family's aid eligibility due to loss of income, divorce, death in the family, layoff, etc.

If you have questions, don't hesitate to contact us [sfs@pratt.edu](mailto:sfs@pratt.edu)

For more information visit:  
[www.pratt.edu/financing-your-education](http://www.pratt.edu/financing-your-education)

## Submit Enrollment Deposit to receive OneKey login instructions via email.




From onePratt there are a few ways to access Student Financial Aid and its direct functions.

1. On the home page, you can select the Self-Service icon from the tray of icons at the top, or select make it appear by clicking the plus sign and checking the box next to Self Service. From there you select Finances.
2. You can navigate to the Finances page in Self Service and select the “Financial Aid” option.

Hello, Welcome to Colleague Self-Service!

Choose a category to get started.

### Notifications

Title	Details	Link
 Contact OIA to lift your hold.	Contact OIA at oia@pratt.edu or call us at 718.636.3674 for help lifting your hold. Please have your Pratt ID available.	<a href="#">International Affairs Hours</a>
 Liberal Arts Probation	You are on Probation See Advisement to clear registration (718) 636-3611.	
 Financial Aid Office Hold	Contact Student Financial Services at 718-636-3539 or sfs@pratt.edu for more information.	<a href="#">SFS Counselor Listing</a>



#### Student Finance

Here you can view your latest statement and make a payment online.



#### Financial Aid

Here you can access financial aid data, forms, etc.



#### Student Planning

Here you can search for courses, plan your terms, and schedule & register your course sections.



#### Course Catalog

Here you can view and search the course catalog.

1. This is the page where you can see the checklists and get forms needed to complete your financial aid.
2. Make sure to select the correct award year since this is a drop down field. 2022-23 is the Financial Aid Award year beginning Fall 2022. Here you can see the checklist of items needed to complete. Under the resources tab on the right side of the page are the links to various resources you may need to complete your financial aid package.
3. When your package is complete, (you have followed the steps to accept your financial aid awards) it will indicate completed.
4. If for any reason you have applied for financial aid and you see no financial aid information, please contact your financial aid counselor.

## Welcome to Financial Aid!

Use Colleague Self-Service Financial Aid to assist in managing your Financial Aid packag...

Select an Award Year: 2021-22 Financial Aid Yr

[Contact Financial Aid Counselor](#)



### FAFSA Application

Currently, we have no federal financial aid application from you for the current year. If you are interested in applying for financial aid you must first:

[Submit a Free Application for Federal Student Aid \(FAFSA\)](#)

Checklist	Resources
<p> Action Needed <a href="#">Submit a Free Application for Federal Student Aid (FAFSA)</a></p>	<p><b>Form Links</b></p> <p><a href="#">Health Insurance Waiver Form</a></p> <p><a href="#">Tuition Insurance Waiver Form</a></p>
<p> Completed Complete required documents</p>	<p><b>Helpful Links</b></p> <p><a href="#">FAFSA-4Caster</a></p> <p><a href="#">Master Promissory Note</a></p>
<p> In-Progress <a href="#">Your application is being reviewed by the Financial Aid Office</a></p>	
<p> Completed <a href="#">Review and accept your Financial Aid Award Package</a></p>	

Financial Aid Counselor

## 5. To Complete Loan Acceptance:

- A) Go to [www.studentaid.gov](http://www.studentaid.gov) and login using your SSN and FAFSA PIN
- B) Complete Entrance Counseling: Type 2 – SUB/UNSB/PLUS
- C) Complete Mater Promissory Note Subsidized/Unsubsidized

## **FOR DIRECT GRADUATE LOANS**

- D) Complete Steps A & B above
- E) Complete Master Promissory Note for Graduate PLUS

## **FOR DIRECT PLUS LOANS**

- F) Complete Step A and B MPN for Parent Plus Loan.
- G) Submit Grad/Parent PLUS Loan Authorization for to our office

If you experience any difficulties in the process please email [sfs@pratt.edu](mailto:sfs@pratt.edu) for additional guidance.