

STEP-BY-STEP DIRECTIONS FOR MBA STUDENT FINANCIAL AID

1. Complete the necessary Free Application for Federal Student Aid (FAFSA) for the appropriate year, by March 10. A new FAFSA must be completed every year.
2. Register for classes for the appropriate module. There are four MBA modules to each academic year.
3. Complete the 'Authorization of Adjustment to Accepted Financial Aid' form. This form may be attained at the Purdue Porter County Building. Without this form we are not able to accept loans on your behalf, and you will be required to come to the Westville campus to complete the process.
4. Once the form is completed, submit the form to the MBA Coordinator at the Purdue Porter County site, and it will be forwarded to the Enrollment Services Office for processing.

IMPORTANT NOTES:

1. Each module must be applied for separately. If you want to take a loan for each of the four modules, you will complete four different Authorization forms. This is done after you register for the upcoming module.
2. The total amount an MBA student may borrow for an academic year is \$18,500. To spread that amount evenly between the four modules, that would allow for \$4,625 per module. **All loan funds will be scheduled to disburse on the Tuesday before the module starts.**
3. If you are taking your first loan at Purdue North Central, you will be required to complete a Direct Loan Promissory Note and Entrance Counseling session. For directions to complete these documents go to <http://www.pnc.edu/financialaid/> and on the right side of the page under 'Financial Aid Resources', click the 'Direct Loan Procedures' tab. Once these documents are completed, you will not have to complete them again here at PNC.
4. Any MBA students attending PNC that are residents of Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, or Wisconsin may qualify for the Midwest Student Exchange Program. To find more information concerning this program go to <http://www.pnc.edu/financialaid/> and click the 'Midwest Student Exchange Program' on the right side of the page, under 'Financial Aid Resources'.

If there any additional questions, you may e-mail finaid@pnc.edu.

