



APPLYING FOR FINANCIAL AID

STEP 1

Submit a Free Application for Federal Student Aid (FAFSA)

Complete your FAFSA on the Web | studentaid.gov/apply-for-aid/fafsa
CBU School Code • 003482

Once you have applied for admission, your next step is to apply for financial aid by completing the Free Application for Federal Student Aid (FAFSA). The FAFSA is required in order for you to be considered for assistance through federal programs (grants, work-study, student / parent loans, grad plus loans), state programs (TN Student Assistance Award, Lottery Scholarships, etc.), and various need-based scholarships.

- You (and parent as applicable) should apply for a Federal Student Aid (FSA) ID at studentaid.gov. The FSA ID is used to login to certain federal websites to access financial aid information and to electronically sign federal student aid documents such as the FAFSA.
- For the **2024–2025 award year** (Fall 2024, Spring 2025, and Summer 2025), you can complete the FAFSA at studentaid.gov in **December 2023**.
 - The 2024–25 FAFSA income information is based on prior-prior year (2022) income, which eliminates the need to estimate tax information.
 - On the FAFSA, enter the CBU school code of 003482 so that we get the results.
 - You (and parents / spouse as applicable) are **required** to use the IRS Direct Data Exchange (DDX) to import your 2022 IRS tax information into the FAFSA. Doing so will reduce the chance that CBU will be required to verify the accuracy of your information.
 - The 2024–25 CBU **FAFSA filing priority date is May 15, 2024** to be considered for maximum financial aid assistance. However, you should complete the FAFSA as soon as possible.

STEP 2

Monitor outstanding requirements on your Banner Web (Financial Aid tab)

- The Department of Education notifies those selected to verify the FAFSA information. CBU will also email you to check for a list of required items and instructions.
- Unsatisfied requirements can be viewed in the Financial Aid Requirements & Holds section of your BannerWeb account.
- Financial aid can't be awarded or paid to your student account unless all requested information and documentation has been submitted and reviewed by the Financial Aid Office.

STEP 3

Read and sign your CBU Terms & Conditions Agreement

Find it at bweb.cbu.edu/PROD/bcbutcag.view_terms

STEP 4

Review your award notice and accept your aid

Your award notice will be sent by email to your CBU email address.

- View your award in BannerWeb
- Complete the CBU Financial Aid Terms and Conditions
- Accept (or decline) your awards
- Check student requirements and active messages frequently on your BannerWeb account.

STEP 5

Complete requirements for any Federal Student Loans by July 1

Did you accept a federal student, Parent PLUS Loan or Grad PLUS Loan?

You must apply for your loans and complete requirements by **July 1** (November 1 for Spring term) for the funds to be available when your tuition is due.