

# Steps to receive Financial Aid

**Step 1) Create an FSA ID ([www.fsaaid.ed.gov](http://www.fsaaid.ed.gov)).** Helpful tutorial <https://www.youtube.com/watch?v=ILi0q7hkFns>

- Go to fsaid.ed.gov (Required for Student and Parent)
- Create a username, password, and your email address
- Enter SSN, Date of Birth, first, middle, last name
- Review your information, then read and accept the terms and conditions
- Confirm your email address using the secure code, which will be sent when you create your FSA ID.

**Step 2) Fill out and complete your Free Application for Federal Student Aid (FAFSA).** If the selected for verification the following documents are needed in order to process your financial aid: [www.fafsa.ed.gov](http://www.fafsa.ed.gov) Helpful Tutorial to completing FAFSA <https://youtu.be/hi27NDHFyuk>

- Parent Tax Transcript (irs.gov) Or IRS DRT (data retrieval tool on FAFSA.ed.gov)
- Student Tax Transcript (irs.gov) Or IRS DRT (data retrieval tool on FAFSA.ed.gov)
- Verification Worksheet ( can be picked up in the Office of Financial Aid or school website arkansasbaptist.edu)

**Step 3) Complete Master Promissory Note: ([www.studentloans.gov](http://www.studentloans.gov))**

- Go to studentloans.gov
- Sign in with Students FSA ID and password
- In the middle of the page click “ Complete a Master Promissory Note”
- Click subsidized/ unsubsidized MPN
- Follow steps 1-4 to complete the electronic application

**Step 4) Complete Entrance Counseling ([www.studentloans.gov](http://www.studentloans.gov))**

- Go to studentloans.gov
- Sign in with Students FSA ID and password
- In the middle of the page click “Complete Counseling”
- Follow steps to complete the electronic application

**\*Parent Plus Loan (Optional)**

- Go to studentloans.gov
- Sign in with Parents FSA ID and password
- Click “Green” Login button
- Click apply for a plus loan
- Click complete Plus Request for parents
- Select current school term
- Follow steps 1-4

**\*Accepting/Declining Award(s) (Required for Loans)**

- Go to arkansasbaptist.edu
- Sign into CAMS I.D and Password
- CAMS I.D: Student I.D, ( Do not include proceeding 0's), Password: Password (Last 4 of SSN)
- Select Term
- Go to My Financial Aid
- Accept Financial Aid that you are requesting