

1104 7th Avenue S
107 Owens Hall
Moorhead, MN 56563

218-447-2251
1-800-593-7246
FAX: 218-477-2058
E-mail: finaid@mnstate.edu

Transferring to MSUM

- Cancel your financial aid for the next semester at your previous school. Your MSUM financial aid application will be on hold until we receive **confirmation from your previous school** that your aid has been cancelled. Confirmation can be in the form of: written documentation from your previous school confirming that your financial aid has been cancelled, an e-mail to our office (peck@mnstate.edu), or a phone call from your previous school to confirm the cancellation (800-593-7246 or 218-477-2087).
- Complete the Free Application for Federal Student Aid (FAFSA) or Renewal Application if you have not already applied for financial aid for the current academic year.
- If you have already applied for financial aid for the current academic year and MSUM was not originally listed to receive your FAFSA results, do **one** of the following:
 - Add MSUM by making an electronic correction to your FAFSA at www.fafsa.ed.gov. You will need your PIN and make sure you receive a confirmation number. Your information will arrive at MSUM in approximately five business days.
 - Call 800-433-3243 to request that MSUM be added to your application. You will need the Data Release Number (DRN) listed on the first page of your Student Aid Report (SAR).
 - Add MSUM to your Student Aid Report (SAR), sign and send it to our office.
 - The MSUM school code is **002367**.
- If you were selected for verification at your previous school, submit the documentation (i.e. signed Federal income tax returns and W-2s) to complete the verification process at MSUM. This needs to be completed prior to receiving an award letter.
- Read the Award Guide (www.mnstate.edu/finaid). It is an extension of the award letter and contains important information about your eligibility.
- Financial aid awarded at your previous school does not directly transfer to MSUM, and financial aid awards may differ from school to school. MSUM will send you an electronic award letter that may include different types and amounts of aid than you received at the previous school. **You must also reapply for your alternative student loans.**
- Print and return your completed award letter immediately.** When your award letter is received, any loans you accepted will be processed. If you have not previously received a Federal Direct Loan, you will need to complete an electronic Master Promissory Note (eMPN) at www.dlenote.ed.gov using your FAFSA PIN to complete the signature.
- Complete Entrance Loan Counseling at MSUM.** It is required that you complete counseling at MSUM even if you attended an Entrance Loan Counseling session at your previous school. This can be completed on-line at www.dl.ed.gov (select "Entrance and Exit Counseling"). Entrance Loan Counseling is available in person at the Office of Scholarship and Financial Aid upon request.
- If your previous school used professional judgment to change any information on your FAFSA (i.e. adjusted gross income, untaxed income received, independent status override), you must also submit an appeal in writing to MSUM. **Adjustments made by another financial aid office will not automatically transfer to MSUM!**
- Request that your previous school send a final academic transcript to MSUM.
- Most financial aid is electronically credited to your MSUM charges. You are responsible to pay any balance due each semester.
- MSUM automatically reports your enrollment to all lenders and guarantors through the National Student Clearinghouse. Stafford Loan deferment forms are usually not required.