

# Community College Alliance

## Financial Aid Check List

Use this checklist if taking classes at your community college and using financial aid

- Complete the [FAFSA](#)
- Register for your first Franklin course
- Register for classes at your community college
- If you are receiving assistance from an outside source (i.e., employer reimbursement, Veteran benefits, Scholarships) complete Franklin's [Declaration of Outside Tuition Assistance form](#).
- View requested checklist items and documents needed by viewing the Financial Services portal on [Self Service](#)
- [Student Contract](#) - If you plan to attend your community college for any term within the award year and would like Franklin to consider hours at your community college in your financial aid award, you must submit a Student Contract.  
  
If you anticipate attending Franklin University only, submission of this document is **not** required.
- Review Franklin's [disbursement schedule](#) and discuss payment options with your community college. Tuition at the community college (host school) is your responsibility and may be due prior to a refund from Franklin. If a financial aid refund is available from Franklin, you should use it to pay any remaining tuition at your community college.
- Notify Franklin University of any changes in enrollment at your community college. Failure to notify Franklin University of your enrollment may affect your financial aid eligibility
- Request an official transcript from your community college be sent to Franklin upon completion of class(es) for each term.

Visit [franklin.edu/finaid](http://franklin.edu/finaid) for additional financial aid information.

Like Franklin University on Facebook to receive Financial Aid news and updates!

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