

# Community College Alliance

## Financial Aid Checklist

The Franklin University Student Financial Services Team Welcomes you!

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

### **Before Starting Courses:**

- Review the Franklin University Community College Alliance (CCA) website to find helpful information:
  - <https://www.franklin.edu/tuition-financial-aid/community-college-students>
- Complete FAFSA
  - <https://studentaid.gov/>
  - 1-800-4-FED-AID (1-800-433-3243)
    - Franklin will receive your FAFSA in an estimated 3 to 5 business days
- Complete Student Contract
  - <https://www.franklin.edu/> > “Shortcuts: Documents & Forms” > search for “Student Contract”
- Register for Franklin Course(s)
  - Schedule an appointment with your advisor through your myFranklin Portal
- Register for CCA Course(s)
  - Contact your community college for registration
- Declare outside Tuition Assistance (if any)
  - <https://www.franklin.edu/> > “Shortcuts: Documents & Forms” > search for “Declaration of Outside Tuition Assistance”
- Review Disbursement Schedule
  - <https://www.franklin.edu/> > “Shortcuts: Documents & Forms” > search for “Financial Aid Disbursement Schedule”

\* Visit [franklin.edu/financialaid](https://www.franklin.edu/financialaid) for additional financial aid information

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

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### During Courses (Each Trimester):

- Report any enrollment changes at your CCA school to Franklin University
  - Use your Franklin email to email [SFS@franklin.edu](mailto:SFS@franklin.edu)

### After Courses (Each Trimester):

- Submit Official CCA Transcripts to Franklin University
  - The email address to submit Official transcripts: [transcripts@franklin.edu](mailto:transcripts@franklin.edu)
- Review Satisfactory Academic Progress (SAP)
  - This is completed by Franklin University Financial Aid Team at the end of every semester
  - Continue to monitor Franklin Email for SAP status email
  - <https://www.franklin.edu/> > “Shortcuts: Documents & Forms” > search for “Financial Aid Disbursement Schedule”

### Questions about Transfer Credit?

- [transferinfo@franklin.edu](mailto:transferinfo@franklin.edu)
- 877-341-6300 or 614-797-4700
- My Transfer Credit Tool (Available on Franklin’s website!):
  - <https://www.franklin.edu/transferring-credit/estimate-your-transfer-credit/transfer-credit-tool>

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