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](https://www.franklin.edu/tuition-financial-aid/community-college-students)
- Complete FAFSA
  - [https://studentaid.gov/](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/](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/](https://www.franklin.edu/) > “Shortcuts: Documents & Forms” > search for “Declaration of Outside Tuition Assistance”
- Review Disbursement Schedule
  - [https://www.franklin.edu/](https://www.franklin.edu/) > “Shortcuts: Documents & Forms” > search for “Financial Aid Disbursement Schedule”

* Visit franklin.edu/finaid 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

**After Courses (Each Trimester):**

- Submit Official CCA Transcripts to Franklin University
  - The email address to submit Official transcripts: 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/](https://www.franklin.edu/) > “Shortcuts: Documents & Forms” > search for “Financial Aid Disbursement Schedule”

Questions about Transfer Credit?

- transferinfo@franklin.edu
- 877-341-6300 (option 2) or 614-797-4700 (option 2)
- My Transfer Credit Tool (Available on Franklin’s website!): [https://www.franklin.edu/transferring-credit/estimate-your-transfer-credit/transfer-credit-tool](https://www.franklin.edu/transferring-credit/estimate-your-transfer-credit/transfer-credit-tool)

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