

FINANCIAL AID PROCESS GUIDE FOR STUDENTS AND FAMILIES

at Saint Leo University





1. Complete the [FAFSA](#):

- Use Saint Leo University's federal school code: **001526**.
- Ensure all information is correct and respond to any requests for additional documentation.

2. Award Notification and Acceptance:

- Log in to [your account](#) to view and accept your financial aid awards online.
- You can modify the amount of an accepted award or request reinstatement of a declined award by completing the appropriate form.





3. Verification Process:

- If selected for verification, ensure you submit all required documents by the specified deadlines to maintain eligibility.
- Wait for an email notification for further instructions.

4. Disbursement and Refunds:

- Financial aid is disbursed each term/semester, starting ten days after classes begin if all requirements are met.
- Refunds, when applicable, are processed within 14 business days after aid is disbursed and are delivered through BankMobile Disbursements.



Financial Aid Process



5. Meet and Maintain Eligibility:

- Maintain [Satisfactory Academic Progress \(SAP\)](#) as per university policy.
- Address any special circumstances affecting financial aid by contacting Student Financial Services and potentially submitting a Special Circumstances form.

6. Appeals Process:

- If you lose aid eligibility, you may appeal through Financial Aid Forms if specific criteria are met.



Ensure timely communication and regular login to track the status of applications and any updates. For questions or assistance, contact Student Financial Services.