

Use this checklist as a guide to complete the Financial Aid Application Process at Polytechnic University, Orlando Campus.

- Request an Information Package to the Financial Aid Officer by phone 407-677-7000 ext. 806 or email to ldiaz@pupr.edu. *Information is also available at <http://www.pupr.edu/orlando/services/financial-services/financial-aid/> .*
- Complete the 2023-2024 Free Application for Federal Student Aid (FAFSA) at www.studentaid.gov . Our school code is **014255** .
 - The Financial Aid Office will receive the results of your processed FAFSA and will contact you if your application is selected for the Verification Process. You must provide the requested documentation before the deadline to avoid delays in the registration process and in the disbursement of your student aid.
- Complete the Florida Residency Declaration Form available at <http://www.pupr.edu/orlando/services/financial-services/financial-aid/> . You may also request this form by sending an email to ldiaz@pupr.edu . You must submit the completed form and supporting documents before classes begin. Florida residents may be eligible for State Student Aid programs.
- If applying for a Federal Direct Student Loan, you must complete your loan request through MyPoly <https://mypoly.pupr.edu/ics/> . After logging in into your account, go to the “Financial Aid” tab. Under the “LINKS” section, click on “Solicitar Prestamo Federal Directo”. You do not have to wait for the FAFSA results to complete your loan application, but you will need to have your PUPR Student credentials (User and Password) to access MyPoly.
- Notify the Financial Aid Office of any private scholarship, tuition reimbursement or other type of student aid you have received or expect to receive during the academic year.
- Read the Standards of Satisfactory Academic Progress as well as the Student’s Catalog to get information on our Refund Policy, Return of Federal Aid Funds Policy, and other policies that may affect your eligibility for student aid.
- Review your Financial Aid Award Letter. The Award letter will include the financial aid programs that have been awarded to you. If you have any question or would like to reduce or decline your financial aid award, you must contact the Financial Aid Office. *Note: We cannot complete your student aid award packaging process until you have been admitted as regular student.*

IMPORTANT: If you need assistance to complete your FAFSA or Student Loan application, feel free to contact the Financial Aid Office. ***It will be our pleasure to assist you!***