



# Student Account & Fin Aid Worksheet

- O'Brate Foundation Scholarships are distributed in two payments to your institution AFTER the start of each semester.
- Checks will arrive at institutions no later than August 31 in the fall semester and January 31 in the spring semester.
- It can take several weeks for the funds to appear in your student account and this process is dependent on the timeline of how quickly your institution is able to process outside scholarships.
- Unfortunately, we have no control over how long it takes for funds to be released to your account.
- Some institutions have strict accounting policies that require your bill to be paid in-full, or require you to have a payment plan secured, prior to the start of the semester. In this case, it is your responsibility to secure means to cover up-front school costs (i.e., books, deposits, payment plan fees, student account payments, etc....) in order to be in compliance with your school's student account policies.
- The following worksheet should help you to determine the best course of action to take for your situation.

	<b>Is my Financial Aid in place and ready for disbursement?</b> Most schools will notify you if you've been selected for verification or need to accept financial aid on your student portal and/or via email. If you are just not sure, then email or call your school's Fin Aid Office.
<b>Notes:</b>	
	<b>What date does my institution disburse Financial Aid if I am expecting a refund?</b> This info can be located on your school's Academic Calendar, which is usually under the academic section of the website or tucked in the front pages of your school's Academic Catalog. <i><b>Not sure if you are expecting a refund?...</b></i> Your College Semester Budget in SM Apply exists to help you determine if you owe money or can expect a refund.
<b>Financial Aid Disbursement Date:</b>	
	<b>Does my Institution drop me from my classes prior to the start of the semester if my account is not paid-in-full or if I have not arranged a payment plan?</b> There are a few intuitions that due this, <i>Fort Hays</i> is one of them. You will want to know the date and make sure that you have everything in place or set up a payment plan.
<b>Drop date Prior to the Start of the Semester:</b>	
	<b>How do I sign up for a payment plan if I owe Money?</b> Most schools will charge you a minimal fee for setting up a payment plan, the state average is \$25, but this can be well worth it if you have scholarships that will come in after school starts, or if you plan to pay your remaining balance from earned wages throughout the semester.
<b>Notes:</b>	
	<b>What is the last day to withdrawal from a class with a 100% Refund?</b> Generally, the first two weeks of the semester allow for time to add and drop courses without extra charge. You will want to know the date in the case that you are in a class that is not a good fit, so that you can switch without penalty. Too often, we see money wasted from students not being mindful of this option.
<b>Last Day to Withdraw w/ a 100% Refund:</b>	
	<b>When does enrollment start for the next semester? Does my Student Account balance have to be reconciled to zero in order to enroll?</b> Some schools required that the current semester be paid in full before you can enroll in the following, and some let you carry a minimum balance and still enroll.
<b>Notes:</b>	