

2009-2010 Kellogg Returning Student-U.S. Citizens and Permanent Residents (Financial Aid Award Notice Instructions)

We have received and reviewed your financial aid application materials for the 2009-2010 academic year. Please follow the steps below to review and respond to the offered Financial Aid. Note: In conjunction with the Financial Aid Award Notice Instructions please download the "Financial Aid Handbook":

http://www.kellogg.northwestern.edu/fin_aid/handbook.htm

***** Step 1 (Accept/Reduce/Decline your Financial Aid Offer):**

Financial Aid Award Letter

To view your Award Letter, login to CAESAR www.northwestern.edu/caesar/ with your net id and password.

Once you are logged into CAESAR, please navigate to:

For Students>Financial Services>Accept/Decline Financial Aid, Select Aid Year 2010.

With this Award Letter you can accept, reduce or decline any offered loan amounts. Please review this information and complete this by August 5, 2009 .

The budget worksheet found on the Kellogg website at

http://www.kellogg.northwestern.edu/fin_aid/budget.htm

is a good tool to help you decide how much financial aid to borrow.

To review your award information (including budget and contribution), and print a copy for your records, please navigate to:

*For Students>Financial Services>View My Financial Aid

* Select Aid Year 2010

* Click on Print Award Letter

* Click Generate Award Letter

* You will receive a message, "please wait while Award Letter is being generated"

* This should take approximately 30 seconds

* Click on To view your Award Letter

Please know that if you sign your Award letter electronically via CAESAR, you do not need to sign a paper copy or send a copy to our office.

***** Step 2 (Federal Stafford Loan Application Process):**

Federal Stafford Loans

Students who borrowed a Federal Stafford Loan in the previous year are not required to select a lender this year. The lender selected last year will remain your lender this year. Please also review the 2009-2010 preferred lender list below for updated information. The only action required is to accept the loan. Please complete this by August 5, 2009. If you choose to change your Stafford Loan lender, please email the financial aid office at finaid@kellogg.northwestern.edu.

http://www.kellogg.northwestern.edu/fin_aid/PreferredLenderList.htm

If you are a first time borrower of a Federal Stafford Loan, you must select a lender for your federal Stafford Loans. A Preferred Lender List is located on the Kellogg Financial Aid website above and is listed within the drop down tab on the electronic Award Letter. Your selected Lender will contact you via email or mail to complete the Stafford Loan Application and the Master Promissory Note. Please complete this by August 5, 2009.

If you decide to use a Lender not on this list, please select the "other" option on CAESAR and send a copy of your completed Federal Stafford Loan Master Promissory Note to our office. Please make sure that this includes the name and address of your lender, as well as the guarantor agency. We will certify your Federal Stafford Loan with the lender that you have selected. Please complete this by August 5, 2009.

Stafford Loan Entrance Interview

First time borrowers of a Federal Stafford Loan as a Kellogg student are required to complete the Stafford Loan entrance counseling session online. First review the website information at http://www.kellogg.northwestern.edu/fin_aid/EntranceInterview.htm and this will also provide the link to complete the online entrance counseling session at Mapping Your Future. Please be sure to select Northwestern University-Kellogg School of Management-Full-time Program in Evanston, IL. Please complete this by August 5, 2009.

Note: First time borrowers of a Federal Stafford Loan, if you selected a Stafford Loan on the preferred lender list within CAESAR, and you completed the Federal Stafford Loan entrance counseling session by the date listed above, beginning in mid-August 2009, the lender you selected will contact you via email or mail to complete the Federal Stafford Loan Master Promissory Note via their website. If you selected "other" in CAESAR for your Federal Stafford Loan lender, once you complete the Federal Stafford Loan entrance counseling session by the date listed above, and submit your completed Federal Stafford Loan Master Promissory Note, we will certify your loan beginning in mid-August 2009.

***** Step 3 (Grad PLUS Federal Loan Application Process):**

If you borrowed a Grad PLUS Federal Loan in your first year at Kellogg, we packaged your financial aid award with the same loan option and lender that you selected last year to meet your financial need and or cost of attendance. Please review the updated preferred lender list; web link is listed above. If you would like to change your lender or loan option, please email our office at finaid@kellogg.northwestern.edu.

If you did not borrow a Grad PLUS Federal Loan or Alternative Loan for your first year at Kellogg, and you now demonstrate financial need and/or to meet the cost of attendance for your second year at Kellogg, please know that we will package your financial aid award letter with an offer of Grad PLUS Loan assistance. If you choose to borrow a different loan option, please email our office at finaid@kellogg.northwestern.edu.

Grad PLUS Loan

Students who borrowed a Grad PLUS Loan in the previous year are not required to select a lender this year. The lender selected last year will remain your lender this year. Please also review the 2009-2010 preferred lender list above for updated information. The only action required is to accept the loan. However, if your lender requires additional information, they will contact you directly. Please complete this by August 5, 2009. If you choose to change your Grad PLUS Loan lender, please email the financial aid office at finaid@kellogg.northwestern.edu.

If you are a first time borrower of a Grad PLUS Loan, you must select a lender for your Grad PLUS loan. A Preferred Lender List is located on the Kellogg Financial Aid website at the link above and is listed within the drop down tab on the electronic Award Letter. Your selected Lender will contact you via email or mail to complete the Grad PLUS Loan Application and the Master Promissory Note. Please complete this by August 5, 2009.

If you decide to use a Lender not on this list, please select the "other" option on CAESAR and send a copy of your completed Grad PLUS Loan Master Promissory Note to our office. Please make sure that this includes the

name and address of your lender, as well as the guarantor agency. We will certify your Grad PLUS Loan with the lender that you have selected. Please complete this by August 5, 2009.

Grad PLUS Entrance Interview

First time borrowers of a Grad PLUS Loan as a Kellogg student are required to complete the Grad PLUS entrance counseling session online. First review the website information at http://www.kellogg.northwestern.edu/fin_aid/EntranceInterview.htm and this will also provide the link to complete the online entrance counseling session at Mapping Your Future. Please be sure to select Northwestern University-Kellogg School of Management-Full-time Program in Evanston, IL. Please complete this by August 5, 2009.

Note: First time borrowers of a Grad PLUS loan, if you selected a Grad PLUS Loan on the preferred lender list within CAESAR, and you completed the Grad PLUS Loan entrance counseling session by the date listed above, beginning in mid-August 2009, the lender you selected will contact you via email or mail to complete the Grad PLUS Loan Master Promissory Note via their website. If you selected “other” in CAESAR for your Grad PLUS Loan lender, once you complete the Grad PLUS Loan entrance counseling session by the date listed above, and submit your completed Grad PLUS Loan Master Promissory Note, we will certify your loan beginning in mid-August 2009.

***** Step 4 (Private Loan Application Process, NU Loan Application Process):**

If you borrowed a Private Loan or NU Loan in your first year at Kellogg, we packaged your financial aid award with the same loan option and lender that you selected last year to meet your financial need and or cost of attendance. Please review the updated preferred lender list; web link is listed above. If you would like to change your lender or loan option, please email our office at finaid@kellogg.northwestern.edu.

Private Loan

If you are borrowing a Private Loan, please complete the loan application with your lender and send a copy to our office so that we may certify the loan with the lender that you have selected.

NU Loan

If you are borrowing an NU Loan, please complete the online application for the NU Loan, which is located at [www.northwestern.edu/caesar/ For Students>Financial Services>NU Loan Application](http://www.northwestern.edu/caesar/For_Students>Financial_Services>NU_Loan_Application). Please complete this by August 5, 2009. Once the loan application has been reviewed, and if approved, the NU Student Loan Office will email you additional instructions for signing the Promissory Notes online.

Note: We encourage you to limit your borrowing of optional loan funds as it is in your best interest to graduate with the least amount of loan debt. Please know that if you do not borrow all of your offered loan assistance at this time, including need-based loan assistance, you may request this loan assistance at a later date; our office will email students of the exact deadline dates during the academic year.

FINANCIAL AID CHECKLIST

The following is a checklist of the steps to follow to complete the Financial Aid application process for financial assistance during the 2009-2010 academic year.

____ Review the “[Kellogg Financial Aid Handbook](#)”.

____ Review your 2009-2010 Financial Aid Award Notice on CAESAR, please accept, reduce, or decline the Offered aid.

- ____ Sign the Award Notice electronically, and it will be submitted to our office for processing.
- ____ Review the budget worksheet to determine the amount of loan assistance that you need to borrow.
- ____ Complete the on-line Stafford Entrance Counseling Session if applicable.
- ____ Complete the Federal Stafford Loan Master Promissory Note for the Stafford Loan funds if applicable.
- ____ Complete the on-line Grad PLUS Entrance Counseling Session if applicable.
- ____ Complete the Grad PLUS Loan Master Promissory Note for the Grad PLUS Loan funds if applicable.
- ____ If borrowing a Private Loan, please send a copy of the loan application to our office.
- ____ If borrowing from the NU Loan Program, complete the NU Loan application/promissory notes.