

# M4 Student Checklist

Things to do before beginning in July

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## Apply for financial aid:

\*May 1, 2023 priority consideration deadline for need-based aid

- Complete the 2023-2024 Free Application for Federal Student Aid online at [studentaid.gov](https://studentaid.gov)  
\*If applying for need-based aid, include parent information!
- Complete and submit the [Financial Aid Request Form](#)  
\*If applying for need-based aid:
  - Complete and submit the [Application for Need-Based Aid](#)
    - For divorced/separated parents: submit the [Non-custodial Parent Need-Based Aid Application](#)
  - Submit copies of you and your parents 2021 Federal Tax Documents:
    - 1040 Tax Return
    - All Schedules
    - W2's
  - Didn't file taxes? [Complete the Non-Filing statement](#)
    - Request and return the [IRS Verification of Non-Filing Letter](#)
    - Does your [parent need to file a non-filing form?](#)
  - Monitor your financial aid eligibility requirements on the portal for missing or incomplete items

## Once you receive your financial aid offer:

\*Complete this list at least two weeks before classes start

- View your offer on the student portal
- Accept your offer on the student portal
- Review [Cost of Attendance](#), July 2023 to May 2024
  - Step II Cost
  - Residency interview Cost
- Review your loan documents online at [studentaid.gov](https://studentaid.gov) :
  - Master Promissory Note (MPN) and Entrance counseling (if not completed in a prior year)
  - Unsubsidized Loan and Grad PLUS Loan

## Final Steps:

\*Begin this list at least two weeks prior to the first day of classes

If you have accepted more than the cost of tuition:

- Review your direct deposit account for [refunds](#), through the eBill<sup>1</sup>
- Review the online [student authorizations](#) through the student portal<sup>2</sup>
- If you have your own health insurance, submit Student Health Insurance Plan (SHIP) [waiver](#) by deadline
- If you have a requirement on your portal to submit the [Sibling Verification](#), please do so by October 1

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<sup>1</sup> Student account eBill's are administered by the GW Student Accounts Office: [sao@gwu.edu](mailto:sao@gwu.edu), or 202-994-7350

<sup>2</sup> Online Authorizations are administered by the GW Student Accounts Office

<sup>3</sup> SHIP is administered through the GW Colonial Health Center, <https://healthcenter.gwu.edu/health-insurance>