Authorize our office to discuss your financial information with your parents and others (if you have not already done so in a prior year)

Complete setup to designate Authorized Users, July 1st

Students can set up parents and others now in UVAPay. Without this account in place for parents and others who may be helping pay the student’s costs, federal law requires that SFS no longer disclose any information about the student account to anyone other than the student.

Applying for all available forms of need-based financial aid

Complete and submit the Free Application for Federal Student Aid
Complete and submit the CSS Profile
Check your To Do List in SIS regularly for other required documents and complete them promptly

Accepting and using a Federal Direct Loan

Accept or Reduce the loan amount in SIS after awards are Official, June-July
Complete the Master Promissory Note at https://studentaid.gov/mpn/, June-July
Complete the Entrance Counseling at https://studentaid.gov/entrance-counseling/, June-July

Applying for and using a Federal Parent PLUS Loan

Complete the University’s Parent PLUS Loan Application, after June 1
Complete the Federal PLUS Loan Application and Master Promissory Note at https://studentaid.gov/mpn/parentplus/landing, after June 1

Accepting Federal Work Study Awards

Accept or reduce the Federal Work Study amount in SIS after awards are official, June-July
Read the email detailing Federal Work Study procedures, July
Review the work study postings on Handshake and apply for a job, August

Accepting and using a Federal Institutional Loan

Accept or reduce the loan amount in SIS after financial aid offers are official, June
Complete the Master Promissory Note at https://heartland.ecsi.net/, June-July

Term Charges and Payment

Review the Fall 2024 Term Charges, mid-July
Pay Fall Semester Balance Due, August 21, 2024
Enrolling in a Payment Plan (This is optional for every family, but you must enroll for each semester for which you want to use the payment plan; $60 per semester fee)

Sign up for a payment plan

Additional Checklist Calendar Items for all Students and Parents

Establish a monthly budget for your student for the Fall 2024 and Spring 2025 semesters.

If you have a state pre-paid educational savings account, contact the administrator early to be sure they have all they need to get their payment to the University of Virginia before the August and January due dates. UVA will bill the Virginia Pre-paid Education Plan (VPEP) according to the roster they provide us each term. It is still your responsibility to let them know that you wish to have them make a distribution for each term you want them to pay.