



What you need to know.

Chances are, you have already seen your financial aid offer, either on paper or on the MyUSF Portal. Please take time to read the award information that is located on the Financial Aid Services page. All of your financial aid information is available on the MyUSF portal. Review the bulleted list at right to find out where to search for key details and information.

Most documents you submit will require a real or digital signature. All documents are e-signature enabled when opened in Adobe Reader. You can mail documents to University of St. Francis, Financial Aid Services, 500 Wilcox St., Joliet, IL 60435. Documents can also be faxed to 815-740-3822 or emailed to finaid@stfrancis.edu.

You can call 815-740-3403 to speak to a financial aid counselor or schedule a virtual appointment online: for Spanish, visit <https://bit.ly/AyudaFinUSF> and for English, visit <https://bit.ly/FinAidUSFAppt>.



Your financial aid information is available on the MyUSF portal. Log in, then look under "For Students," "Financial Aid Summary."

- If you see **"To Do"** at the top of the page, click to open the list of items you need to complete or provide. Click on each item listed for more information.
- Under **"Unsatisfied Requirements,"** you will see any outstanding requirements to take care of in order to complete your file. Some items require you to go to a website to complete a task, and some of them will be physical documents you need to complete or provide. All forms have a three-digit number after them (i.e. 003). They can be accessed at stfrancis.edu/admissions-aid/financial-aid-services/financial-aid-forms. Please make sure you complete all of your tasks or documents in a timely manner.
- Under **"Satisfied Requirements,"** you will see requirements that are complete.
- Click on the **"Financial Aid Message"** box to view messages that may have been sent to you by Financial Aid Services pertaining to your award offer. It's important that you check the MyUSF portal regularly for new requirements and messages.
- Click on **"View a Cost of Education Breakdown"** to view a sheet that gives you a very close estimate of your costs at USF before loans and after loans. Financial Aid Services has used an average cost budget for computation and these figures do not take into consideration items such as books, course fees, lab fees, and/or differential room and board rates.
- To add a parent as an account manager, go to **"For Students,"** then to **"Parent Account Manager."** This will give your parent access to view whatever information you select when you make their account. This may include the ability to talk to Financial Aid Services. If you haven't given them access, we can only speak to you about your financial aid information.