WINGATE UNIVERSITY NET PARTNER STUDENT USER GUIDE

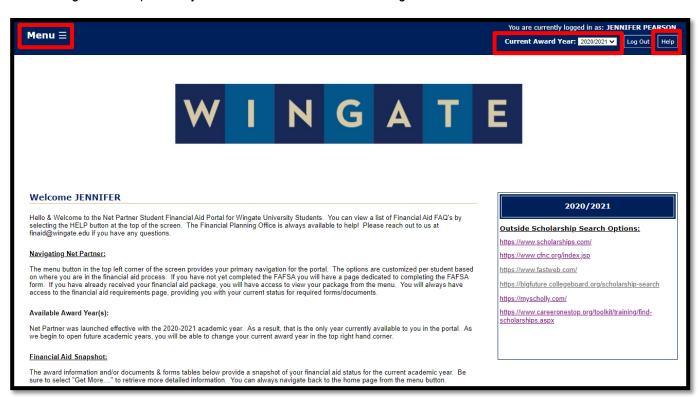
Please use this quick reference guide to assist you with completing the financial aid process at Wingate University:

CONTENTS

Net Partner Home:	1
Financial Aid Requirements:	2
Financial Aid Package:	3
Loan Status (Accept/Decline):	4
Federal Direct Loans & Alternative Loans	
Completing the FAFSA:	5
Verification Help:	5
Satisfactory Academic Progress:	
Student Work-Study	

NET PARTNER HOME:

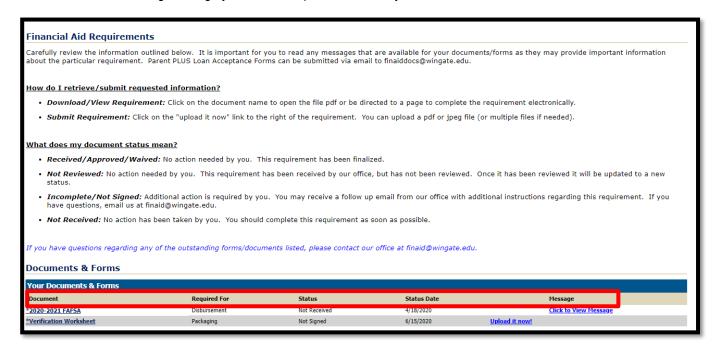
Provides a general snapshot of your financial aid information at Wingate.



- 1. Menu Use to navigate between all pages available to you. Your list of available pages may differ from someone else because we provide access only to the things that are relevant to you!
- 2. Current Award Year Use to navigate to a different academic year. For Example: Fall 2020 and Spring 2021 are part of the 2020-2021 award year.
- 3. Help Provides a list of Frequently Asked Questions while using the Net Partner Portal.

FINANCIAL AID REQUIREMENTS:

Provides a detailed listing of things you must complete to finalize your financial aid.



- Document Select the document name to retrieve the document pdf or be directed to the web page needed to complete the requirement.
- Required For Items required for packaging should be submitted immediately as this means that our office
 cannot complete your financial aid package until this has been received and processed. Items required for
 disbursement must be received and processed before your financial aid can disburse to the Business Office.
- 3. Status The following may be visible:
 - Received or Waived: Document has been received or is no longer needed by our office.
 - Not Reviewed: Document has been received and is in process with our office. You will be contacted by a staff member if additional information is requested.
 - Not Received: Submit the requested document as quickly as possible.
 - Incomplete: Received, but information is missing; we will send a follow up email providing clarification.
 - Not Signed: Received, but the student and/or parent signature is missing; you will need to resubmit the form with all signatures.
- 4. Upload it Now Use this option to submit the document electronically to the Financial Planning Office. You can upload multiple files if needed to fulfill the requirement.

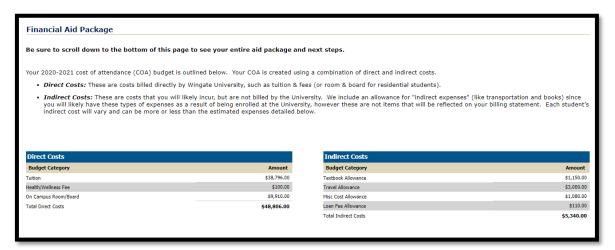


Message – Click to view messages tied to a particular financial aid requirement. This message may provide important information to successfully complete the requirement.

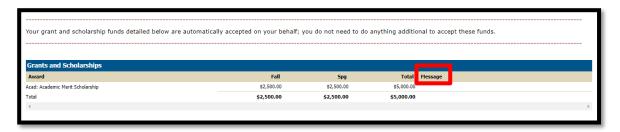
FINANCIAL AID PACKAGE:

Provides a detailed breakdown of your financial aid package. This page includes the Cost of Attendance Budget, Grant & Scholarship Eligibility, and Loan Eligibility.

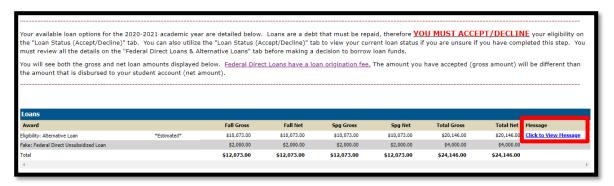
1. Cost of Attendance – Details your direct and indirect costs for the award year.



Grant & Scholarship Eligibility – Details all grant/scholarship aid for the current award year. Make sure that you
review any messages that are available for a specific award. For instance, the North Carolina Need Based
Scholarship has a specific enrollment requirement!

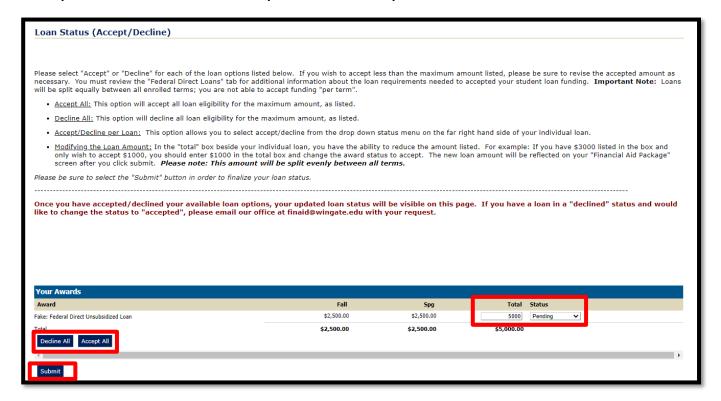


3. Loan Eligibility – Details the loan options available for the current award year. You will see both the gross and net loan amounts displayed. Federal Direct Loans have a loan origination fee. The amount you are eligible to borrow (gross amount) will be different than the amount that is disbursed to your student account (net amount). Be sure to review any messages that are tied to a specific loan!

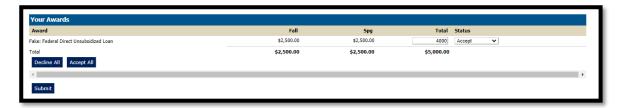


LOAN STATUS (ACCEPT/DECLINE):

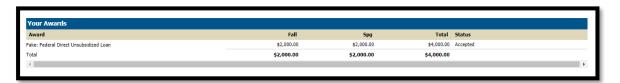
Details your current loan status and allows you to take action on your student loans.



1. Total & Status – You have the ability to reduce your loan eligibility before acceptance by entering the new loan amount in the total box. Please remember that loan amounts will be split equally between all terms. You can also choose to manually accept or decline each individual loan listed using the drop down status box.



- 2. Decline All & Accept All Gives you the ability to accept or decline all loan options as offered.
- Submit You will need to submit your information after changes are made in order for your loan decision to be submitted electronically to the Financial Planning Office.
- 4. Updated Status After you have accepted/declined your available loan options, this page will be updated to reflect your new status.



FEDERAL DIRECT LOANS & ALTERNATIVE LOANS

Provides a list of loan requirements that must be completed based on the type of loan you choose to accept.

Federal Direct Loans & Alternative Loans

Your loan requirements will vary based upon the type of loan eligibility you have been offered and the funding that you choose to accept. Please be sure to complete all loan requirements listed under the loan type that you have accepted or plan to accept.

Federal Direct Subsidized and/or Unsubsidized Loan Requirements:

- <u>Student Loan Entrance Counseling</u>: This only needs to be completed one time during your enrollment at Wingate. Be sure to select "Undergraduate" or "Graduate/Professional" as your student type.
- Master Promissory Note: This only needs to be completed one time during your enrollment at Wingate. Be sure to select "Subsidized/Unsubsidized" as your MPN type.

Federal Direct Graduate PLUS Loan Requirements:

- Graduate PLUS Loan Application: This needs to be completed annually if you choose to accept funding from the Graduate PLUS Loan. Be sure to select "Graduate/Professional Student" as your loan type.
- Master Promissory Note: This generally only needs to be completed one time during your enrollment at Wingate. However,
 if you utilize an endorser or appeal the credit decision, you will be required to complete a new MPN each time you
 complete a new loan application. Be sure to select "PLUS MPN for Graduate/Professional Students" as your MPN type.

Federal Direct Parent PLUS Loan Requirements:

You should review the 2020-2021 Loan Options & PLUS Loan Acceptance Form with your parent(s) to determine if they plan to apply for a Direct PLUS Loan. If your parent chooses to accept funding, they can return the completed PLUS Loan Acceptance Form via email to finaiddocs@winqate.edu.

- <u>Parent PLUS Loan Application</u>: This needs to be completed annually if you choose to accept funding from the Parent PLUS Loan. Be sure to select "PLUS Loan for Parents" as your loan type.
- Master Promissory Note: This generally only needs to be completed one time during your enrollment at Wingate. However,
 if you utilize an endorser or appeal the credit decision, you will be required to complete a new MPN each time you
 complete a new loan application. Be sure to select "PLUS MPN for Parents" as your MPN type.

Alternative Loan Requirements:

· Review the Alternative Loan Instructions for eligibility requirements or to begin the application process.

COMPLETING THE FAFSA:

Provides tips for FAFSA completion and FSA ID help if you have not yet completed the FAFSA.

VERIFICATION HELP:

Provides help with the IRS Data Retrieval Tool and IRS Tax Return Transcript if you have been selected for verification.

SATISFACTORY ACADEMIC PROGRESS:

A list of requirements needed to meet Satisfactory Academic Progress (SAP) requirements for financial aid. You are required to meet SAP standards in order to receive financial aid at Wingate.

STUDENT WORK-STUDY

An information page that will provide general information about the work-study program at Wingate.