DAEMEN UNIVERSITY

FINANCIAL AID OFFICE

Office Hours: 8:30AM – 4:30PM Monday – Friday

Scott Rowe, Director: srowe@daemen.edu
Maggie Killian, Associate Director: mkillian@daemen.edu
Erin Simson, Counselor: esimson@daemen.edu
Valerie Heary, Branch Campus Coordinator: vheary@daemen.edu

Please contact Student Accounts @ 716-839-8213 or student_accounts@daemen.edu for billing information.
Additional Information can be found at https://hub.daemen.edu/

PLEASE CHECK YOUR DAEMEN EMAIL REGULARLY FOR MESSAGES REGARDING YOUR ACCOUNT.

Financial Aid - Applying

- To apply for federal financial aid, you must file your FAFSA (Free Application for Federal Student Aid) at **studentaid.gov**.
- The FAFSA requires an electronic signature, called the FSA ID. You can create one at **studentaid.gov**. Go to Log In/Create Account at the top of the page. Keep this username and password in a safe place; you will need it to access all federal financial aid websites.
- The FAFSA form is for an academic year. You must file the correct FAFSA form each year to be eligible to receive a loan for that specific academic year.
- The Daemen University Federal School Code is 002808.

Financial Aid – Processing

- Once you submit your FAFSA, it will be received electronically by the Office of Financial Aid in 2-3 business days.
- The Office of Financial Aid will determine your aid eligibility and will notify you through mail with a Financial Aid Award Letter. ***You must be accepted to Daemen University before any aid can be awarded.***
- Once you receive your Financial Aid Award Letter you must either:
    - Sign and return one copy accepting your aid. You can return the signed award letter by: mail, fax 716-839-8378, email (finaid@daemen.edu) or through our Financial Aid Secure Upload at daemen.edu/finaidupload.
    - Sign and return one copy declining some or all of your aid.
    - If you do nothing your aid will process at the amount awarded and will reflect on your billing statement.
- **By filing a FAFSA you are automatically eligible for federal student loans. If you do not plan to use federal loans you must officially decline them with the Financial Aid Office.**
- All students accepting Federal Stafford loans must complete Loan Entrance Counseling and a Master Promissory Note (MPN) at studentaid.gov (Hover over option "Loans and Grants" at top of page and select (1) Loan Entrance Counseling and (2) Master Promissory Note (MPN).
- Loans will not be disbursed to the University until both requirements are on file with the Department of Education.

PLEASE USE YOUR DAEMEN EMAIL ACCOUNT WHEN CONTACTING THE FINANCIAL AID OFFICE.