

Capital University



Pre-Orientation
Supplemental
Packet

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Financial Aid Checklist

- Complete the Free Application for Federal Student Aid (FAFSA)
 -  www.fafsa.ed.gov
 -  www.pin.ed.gov (for first time users to request a PIN)
 - File 2014/2015 application
 - Capital University Federal School Code: 003023
 - ✓ If selected for Verification, submit all requested documentation to Capital University main campus.

- Create a Personal Budget
 - Review Student Budget Planning Worksheet (next page) for an example

- Receive a Financial Aid Award letter detailing aid eligibility.
(May also view in Web Advisor)

- Complete the Loan Request Form and return it to Financial Aid
Or online at http://law.capital.edu/Financial_Aid_Forms

- Sign electronic Master Promissory Note(s) and Complete Entrance Counseling
 -  www.studentloans.gov
 - There are two separate MPNs – Federal Direct Stafford Loan and Federal Direct Graduate PLUS Loan; if borrowing both types of loans you will need to complete both MPNs

- Sign up for direct deposit of any federal loan refund checks in Web Advisor under “Bank Information.” If you do not sign up for direct deposit, a paper check will be issued.
 - Federal funds received over the cost of tuition will be refunded normally a few days before classes begin. Be prepared to have funds to buy books prior to refund disbursement.

Contact the Financial Aid Office with Questions

financialaid@law.capital.edu

614-236-6350

Student Budget Planning Worksheet

ESTIMATED Cost of Attendance Fall/Spring 2014-2015

	Full-time Day	Part-time Evening	Part-time Day
Tuition	\$33,180 (28 cr.)	\$24,885 (21 cr.)	\$21,330
Books/Supplies	\$1,500	\$1,000	\$1,000
Living	\$16,470	\$16,470	\$16,470
Total	\$51,150	\$42,355	\$38,800

	Fall 2014	Spring 2015
Tuition	\$ _____	\$ _____
Financial Aid: Scholarship	(\$ _____)	(\$ _____)
Stafford Loans*	(\$ _____)	(\$ _____)
Graduate PLUS*	(\$ _____)	(\$ _____)
*Note – Deduct Loan Fees, 1.051% for Stafford Loans, 4.204% for Graduate PLUS		
Other Payment Resources	(\$ _____)	(\$ _____)
Refund	(\$ _____)	(\$ _____)
Other Income (money from savings, family support)	(\$ _____)	(\$ _____)
Total Funds Available	\$ _____	\$ _____
Books/Supplies	\$ _____	\$ _____
Living Expenses:		
Rent/Mortgage	\$ _____	\$ _____
Renters/Homeowners Insurance	\$ _____	\$ _____
Utilities (Gas/Electric/Water)	\$ _____	\$ _____
Phone/Cell Phone	\$ _____	\$ _____
Car Payment	\$ _____	\$ _____
Car Insurance	\$ _____	\$ _____
Car Maintenance/Gas	\$ _____	\$ _____
Food (Groceries/Dining Out)	\$ _____	\$ _____
Health Insurance/Medical	\$ _____	\$ _____
Clothing	\$ _____	\$ _____
Personal/Misc.	\$ _____	\$ _____
Entertainment	\$ _____	\$ _____
Credit Card Payments	\$ _____	\$ _____
Other Debt Payments	\$ _____	\$ _____
Other Expenses: _____	\$ _____	\$ _____
Other Expenses: _____	\$ _____	\$ _____
Total Expenses	\$ _____	\$ _____
Total Funds Available	\$ _____	\$ _____
MINUS Total Expenses	\$ _____	\$ _____
Remaining Balance	\$ _____	\$ _____

If you live like a lawyer in law school, you're going to live like a law student while you're a lawyer.

DIRECT DEPOSIT OPTION AVAILABLE FOR STUDENT REFUNDS

The Capital University Finance Office has a direct deposit option for student refunds. To have your student refund direct deposited to your bank account, log in to Web Advisor. Under “Financial Information” choose the “Bank Information” link to enter your banking information.

After setup is complete, the next refund will be direct deposited into your bank account and you will receive a notice at your Capital University assigned email address of the deposit. The direct deposit option will remain your selection until you change it in WebAdvisor.

To have your fall refund check direct deposited, you must fill out your banking information by **August 1st** to ensure the information will be processed in time. Checks will be printed for those who do not sign up for direct deposit.

- Federal funds received over the cost of tuition will be refunded normally a few days before classes begin. We are presently anticipating them around August 22nd.

Questions: Call the Finance Office at 614.236.6123 or email finance@capital.edu with the subject line “Direct Deposit.”

Tips for Saving Money while in School

- ✓ Develop a realistic budget and stick to it

Budget Calculators

Access Group <http://www.accessgroup.org/calculators/>
Federal Student Aid <http://www2.ed.gov/offices/OSFAP/DirectLoan/BudgetCalc/budget.html>
FinAid <http://www.finaid.org/calculators/studentbudget.phtml>

- ✓ Live with a roommate to share living expenses

Online Roommate Database available once your student e-mail account is established
Check out the New Student website for additional housing information.

- ✓ Buy used textbooks; shop around for the best price (click to open site)

Textbooks

Barnes & Noble

Amazon

Half.com

Textbooks.com

BigWords.com

- ✓ Carpool or use public transportation to reduce transportation costs

COTA Bus <http://www.cota.com/>

- ✓ Pack lunches/snacks to avoid convenience spending

A refrigerator and microwave are available for your use in Huntington Commons

- ✓ Avoid expensive restaurants when dining out

- ✓ Use coupons

Search Coupons

Cool Savings <http://www.coolsavings.com/>
SmartSource <http://coupons.smartsource.com/>

- ✓ Shop discount stores

- ✓ Pay bills on time to avoid costly late fees

- ✓ Explore low-cost or free entertainment options

Columbus Entertainment

Experience Columbus <http://www.experiencecolumbus.com>
Columbus Alive! <http://www.columbusalive.com>
Groupon <http://www.groupon.com>

CONTACT LIST

IF I HAVE QUESTIONS, WHERE DO I GO?

1. Billing Questions
(e-bills, making payments, etc.)
mlutz@capital.edu
Maryann Lutz, Student Accounts, Main Campus
(614) 236-6216
2. Financial Aid Questions
Scholarships, loans, financial aid checks, etc.
financialaid@law.capital.edu
Pat Fitzpatrick, (614) 236-6350
3. Records and Registration Questions
(Address changes, name changes, enrollment verifications, deferment forms, schedules, grades, transcripts, etc.)
registrar@law.capital.edu
Peggy Albeit, (614) 236-6440
4. IT Help Desk
(WebAdvisor password expired, ExamSoft issues, wireless connectivity issues, printing issues)
it@law.capital.edu
(614) 236-6432
5. Administration & Finance
(Parking passes, tickets, IDs, facilities, vending, security, housekeeping, maintenance, etc.)
Donna Garrett, (614) 236-6441
6. Bookstore
(614) 236-6828
7. General Counseling
Counseling Services, (614) 236-6114
8. Health Issues & ADA Accommodations
Health and Wellness Center, (614) 236-6114
9. Anything else or I am not really sure...
studentaffairs@law.capital.edu
Jennifer Carlock, (614) 236-7305

Rent a Locker for the 2014-2015 Academic Year!

Prices:

\$35 for a small locker

\$45 for a large locker

Sale Dates:

Students may rent a locker directly from an SBA member at the tables outside the Huntington Commons at the following times:

August 21 & 22 from 12-1 and 5-6

The week of August 25, 2014 from 12-1 and 5-6.

Sale procedure:

Starting at 5PM on Monday, August 18, 2014, zip ties will be placed on available lockers. This means graduates should empty their lockers no later than Friday, August 15 at 6:00 p.m. Locks will be removed on August 18, 2014 if no one has accounted for the locker. Any items from the locker will be placed in the SBA Office.

To Rent a New Locker:

Students looking for a new locker should choose a locker that currently has a zip tie on the handle.

- Go to the table where SBA is selling lockers.
- Tell the SBA member your name and new locker number.
- ONLY lockers with a zip tie are available. This applies even if the locker is completely empty and does not have a lock on it. No zip tie = unavailable
- Pay the SBA for your locker with a check or cash.
- Cut the zip tie off of the locker you have purchased.
- Enjoy having storage space for the next year!

THE SBA ACCEPTS CASH AND CHECKS. CHECKS SHOULD BE MADE OUT TO: "CAPITAL UNIVERSITY LAW SCHOOL" WITH "SBA" IN THE MEMO

Please e-mail sba@law.capital.edu with questions or concerns.