**2016-17 FINANCIAL AID APPLICATION INSTRUCTIONS:**
First-Year JD-MBA Students

**INTRODUCTION**

Applying for financial aid, including scholarships, is separate from the admissions process. The Office of Admissions and Financial Aid awards scholarships on a combined basis of financial need and merit, while the Chicago Office of Financial Aid packages loan funding.

Northwestern Pritzker School of Law considers all JD-MBA applicants independent and does not require parental financial information. However, the Admissions Committee considers parents’ financial information for a limited number of our named scholarships so if you will be applying for a scholarship, then parental information is collected through the Need Access application.

A complete financial aid application is due by:

**March 31, 2016**

**APPLYING FOR SCHOLARSHIPS AND FEDERAL LOANS**

To be considered for scholarships and federal loans, please complete the following two items:

1. **2016-17 Free Application for Federal Student Aid** (school code 001739)
   - Available online starting January 1, 2016, for U.S. citizens and eligible noncitizens.
   - If you do not already have an FSA ID, you will need to set one up before completing the FAFSA. This FSA ID will be your log-in for many Department of Education websites.
   - The Chicago Office of Financial Aid may contact you if additional information is required.

2. **2016-17 Need Access Application**
   - Available online starting January 1, 2016.
   - Select “Northwestern University School of Law” for electronic submission.
   - If you do not yet have your W-2, you can use estimated numbers.

**APPLYING FOR SCHOLARSHIPS ONLY**

To be considered for scholarships only, please complete the following one item:

1. **2016-17 Need Access Application**
   - Available online starting January 1, 2016.
   - Select “Northwestern University School of Law” for electronic submission.
   - If you do not yet have your W-2, you can use estimated numbers.
APPLYING FOR FEDERAL LOANS ONLY

To be considered for federal loans only, please complete the following two items:

1. **2016-17 Free Application for Federal Student Aid** (school code 001739)
   - Available online starting January 1, 2016, for U.S. citizens and eligible noncitizens.
   - If you do not already have an FSA ID, you will need to set one up before completing the FAFSA. This FSA ID will be your log-in for many Department of Education websites.
   - The Chicago Office of Financial Aid may contact you if additional information is required.

2. **2016-17 University Aid Application**
   - Please request a copy from the Chicago Office of Financial Aid via email.

NOTIFICATION OF FINANCIAL AID

Scholarships – The Office of Admissions and Financial Aid sends out scholarship notifications via email throughout the Spring, starting in January.

Loans – The Chicago Office of Financial Aid reviews all financial aid applications in the order in which they are received. Preliminary financial aid packages are sent out via email before the deposit deadline, provided that students met the submission deadline. Official packages are sent out via email over the Summer.

FILING YOUR FEDERAL TAX RETURN

We strongly recommend that you file your federal tax return at least 1-2 weeks before filing your FAFSA. Once the IRS approves your tax return, the FAFSA can auto-populate certain data, thus simplifying the process for you.

CHECKING THE STATUS OF YOUR FAFSA

If you provide an email address on your FAFSA, you will receive an electronic Student Aid Report (SAR) via email. If you do not provide an email address, you will receive a SAR in the mail. Allow one week for your FAFSA to be processed by the Central Processing Service (CPS).

Upon receipt of your SAR, please review it immediately to see if you need to take further action. If you do not receive your SAR within two weeks or need a duplicate SAR, please call the Federal Student Aid Information Center at (800) 433-3243.

CHANGE IN CIRCUMSTANCES

If your financial circumstances change from what you report in your application materials, you must immediately notify the Chicago Office of Financial Aid via email. Failure to do so may jeopardize your eligibility for assistance in the current and/or subsequent academic period.
A change in circumstances includes, but is not limited to, marriage, a change in enrollment, a change in your or your spouse’s expected earnings, and receipt of an outside scholarship or monetary gift.

**CONTACT INFORMATION**

For scholarship-related questions:
Northwestern University School of Law
Office of Admissions and Financial Aid
Rubloff, Room 130
375 East Chicago Avenue
Chicago, IL 60611-3078
Phone: (312) 503-8465
Fax: (312) 503-0178
admissions@law.northwestern.edu

For loan-related questions:
Northwestern University
Chicago Office of Financial Aid
Abbott Hall, Room 629
710 North Lake Shore Drive
Chicago, IL 60611-3078
Phone: (312) 503-8722
Fax: (312) 503-8700
financial-aid-chicago@northwestern.edu