

# 2011-2012 Patten University's Financial Aid Instructions

*School Code 004490*

*.....After completion of your 2011-2012 FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)*

## 1. Complete & Submit the required financial aid documents

- Financial Aid/Scholarship Application
- Loan Request/Parent Pre-approval Form (borrowers only)\*
- 2010 tax forms and supporting documentation (ie... W-2) for student
- 2010 tax forms and supporting documentation (ie... W-2) for parent(s) of dependent student

## 2. Apply for your Student Loan (optional)

- Log onto [www.studentloans.gov](http://www.studentloans.gov)
- Complete the eMPN
- Complete Entrance Counseling (1<sup>st</sup> time borrowers)

## 3. Submit all documents to:

**Vanessa Gullotto, Financial Aid Counselor**  
2433 Coolidge Avenue  
Oakland, CA 94601  
Secure Fax: 510.534.8969  
Phone: 877.4PATTEN, x7827  
[vanessa.gullotto@patten.edu](mailto:vanessa.gullotto@patten.edu)

\*A loan request/pre-approval form may be used for the following purposes:

- New/Existing DIRECT loan MPN Confirmation (student or parent)
- Authorization for a credit check (performed by school)
- Confirmation of credit check (performed by parent or school)

*\*Please read all forms carefully; documents omitted, or not properly completed will delay your financial aid award. 1<sup>st</sup> time borrowers must complete entrance counseling prior to loan disbursement. Please allow eight weeks for processing all financial aid awards.*