



The guide below details the process from application to first disbursement. Please read all Consumer Information and notices in detail and direct all queries to federalaid@stmarys.ac.uk

Application to Study

- Submit your **Application to Study** a programme at St Mary's University
- Meet the Conditions** of your Offer
- Receive an **Unconditional Offer of Admission**
- Complete the [Funding Declaration Form](#)

Our Federal Aid office will issue instructions on the next steps. **Please read the instructions in detail.**

Federal Aid

You will now enter the Loan Origination stage and should remain in contact with the International Admissions Office

- Complete the [Free Application for Federal Student Aid \(FAFSA\)](#)*
- Complete [Entrance Counselling](#)
- Complete the **Cost Of Attendance**: *available in April*
- Complete the [Master Promissory Note \(Stafford\)](#)
- PLUS Loans only: [Master Promissory Note \(PLUS\)](#)
- PLUS Loans only: **Credit Check** – the link will appear once you complete the MPN PLUS
- Submit all the documents above using our [Federal Aid Document Submission Form](#)

Please ensure you save/screenshot each document as we do not automatically receive your information

*When you submit your FAFSA the US Department of Education will assess your eligibility for loans and there may be delays to our loan origination process. **Please allow a minimum of 10 working days for your loan to be originated.** Your Federal Aid Loan Letter will be issued as soon as your loan has been originated.

Visa

While we originate your loan, you should proceed with your student visa application. Our Admissions Office will guide you through the steps below:

- Submit your CAS Request Form: **International Admissions Department will contact you once you are eligible**
- Submit your Visa application
- Receive a Decision on your Visa application and travel to the UK!

Disbursements

- Complete Online Enrolment and Register with our Student Visas Department
- Complete the International Bank Details Form: *Federal Aid Office will request this information*

We will issue notification of the **'Right to Cancel a Disbursement'** and your loan will be disbursed to your chosen account!

*Please note the Disbursement Date is not the date you receive your funds but the date the funds are attached to your student ledger. The remainder of the loan (where applicable) will be refunded to you after tuition and/or accommodation deductions up to 10 days later.

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