Dear Student:

Congratulations on your status as a graduating senior, with the intent to pursue a graduate degree pending completion of your undergraduate degree.

This letter is to advise that you cannot receive disbursement of the financial aid funds listed on your online award letter until we receive confirmation you have completed your degree and are clearly admitted to your graduate degree or teacher certification program.

In order to confirm your final admission status and complete the financial aid approval process you must do the following after your final grades are posted:

1. Contact the college granting your undergraduate degree (Arts and Sciences, Engineering, etc.) and request a Statement of Clearance.

2. Take the Statement of Clearance to the Office of Academic Records in Buchanan Hall. Academic Records will issue a letter certifying you have completed the requirements for your undergraduate degree. Note: If you do not complete your undergraduate degree, you are not eligible to receive graduate student financial aid.


Financial Aid Services will review the documentation to confirm you are eligible for financial aid as a graduate student.

You should contact us immediately if:

- You do not graduate and remain in your undergraduate program.
- You gain admission into a second bachelor's degree program.
- You are admitted as a special or unclassified student.
- You gain admission to a different graduate program.

If you have questions about this letter or your financial aid in general, please contact our office.

Office of Financial Aid Services