Office of Student Financial Aid and Scholarships (SFA)

**Financial Aid Study Abroad Checklist**

_____ 1. Register with the University of Florida International Center’s Study Abroad Services ([https://internationalcenter.ufl.edu/study-abroad/getting-started](https://internationalcenter.ufl.edu/study-abroad/getting-started)) to make sure that the budget for your selected program is sent to the financial aid office (SFA).

_____ 2. Submit a FAFSA ([StudentAid.gov](https://studentaid.gov)) if you do not have one on file and would like to be considered for federal grants and loans.

_____ 3. Financial aid advising services are available at Student Financial Aid and Scholarships (SFA). Please contact us at [sfa-help@mail.ufl.edu](mailto:sfa-help@mail.ufl.edu) using Study Abroad as the subject line to check your financial aid eligibility and Satisfactory Academic Progress status as well as to determine if your budget has been received after your Study Abroad Application is approved. SFA is open from 9:00am-4:30pm, Monday to Friday (excluding holidays) and via phone at 352-392-1275.

_____ 4. Confirm you have sufficient funding to cover your travel expenses until your aid disburses.
   - Financial aid for a student abroad program that BEGINS BEFORE the regular UF semester’s first scheduled financial aid disbursement date will not be disbursed until UF’s regular financial disbursements begin for the term.
   - Financial aid for a study abroad program that BEGINS AFTER the UF semester will disburse no earlier than 10 days before the first day of study abroad classes if the classes begin after UF’s regular term.

_____ 5. Accept all awards through your [ONE.UF](https://one.ufl.edu) account on your “Awards and Disbursements” page.
   - First time federal loan borrowers are required to complete Entrance Counseling and a Master Promissory Note online through [StudentAid.gov](https://studentaid.gov).
   - For institutional loans (SAFE, Ruge, etc), Promissory Notes and loan information packets will be mailed approximately two weeks prior to the start of the semester.

_____ 6. Ensure you have no missing documents by checking your [ONE.UF](https://one.ufl.edu) To-Do List at least once a week before you leave the country. Missing information will delay your disbursement. Check with SFA if you have any questions before you leave the country.

_____ 7. Sign up for direct deposit through [ONE.UF](https://one.ufl.edu) if you have not already done so.

_____ 8. Complete an online “Student Authorization to Release Financial Information” form at [ONE.UF](https://one.ufl.edu). Completing this form authorizes our office to discuss your financial aid with a representative you select (for example, a parent) in the event you cannot contact our office personally while you are studying abroad.