



edinburgh college of art

Stafford Loans Application Guide

Stage 1: Complete FAFSA (Free Application for Federal Student Aid)

Visit the FAFSA website www.fafsa.ed.gov to complete the Free Application for Federal Student Aid (FAFSA). The school code for Edinburgh College of Art is **G12360**. Please note that you must complete a FAFSA for each additional year of study at the institution. To sign your FAFSA, you require a pin number. Once complete you can access your application online.

Stage 2: Submit SAR (Student Aid Report)

After completing FAFSA, you will receive an electronic Student Aid Report (SAR), which may be downloaded online. This downloaded SAR is an abbreviated version of the full 10-page SAR which is required by non-US Institutions.

You must request a full 10-page SAR from FAFSA which will be sent to your home address in the US.

Once the 10-page SAR is received by mail, you should keep a copy for your records and forward the original by post to the Financial Aid Administrator, Finance Department, Edinburgh College of Art, 74 Lauriston Place, Edinburgh EH3 9DF, Scotland, UK.

From the information shown on your 10-page SAR, a calculation can be carried out by ECA to arrive at the estimated cost of attendance. This calculation is the basis for how much you are eligible to borrow. The College may only certify loans up to the amount students are eligible to borrow, not necessarily the amount applied for.

Stage 3: Find a lender and submit loan application to Edinburgh College of Art

You must then find a lender/guaranty agency. Most banks will accept loan applications online and will contact the College to certify the loan, also online. For more information on finding a lender please email the Financial Aid Administrator at a.hegarty@eca.ac.uk

Once you have chosen a lender and completed their application process, you will be required to complete a Master Promissory Note (MPN) for each loan requested, copies of which must be sent to the Financial Aid Administrator at the College.

Stage 4: Complete entrance counselling

You must complete a loan entrance counselling session prior to the loan being paid.

Stage 5: Receive loan funds

When the loan is certified, the College requests preferred disbursement dates, normally three per academic year, to coincide with the payment of fees.

Loan cheques are received by Edinburgh College of Art, payable jointly to the student and the College. Both parties countersign the cheques which are paid into the College's bank account. Once funds are cleared through the bank, a calculation is made to deduct fees and other charges and the balance (ie the living cost allowance) is paid to you.

Stage 6: Complete exit counselling

It is a requirement of the US Department of Education that you complete an exit counselling session before you graduate from your course or withdraw.

Further information

If you have any further questions on Stafford Loan applications and Edinburgh College of Art, please do not hesitate to contact the Financial Aid Administrator at a.hegarty@eca.ac.uk

Financial Aid Administrator, Finance Department, Edinburgh College of Art, 74 Lauriston Place, Edinburgh EH3 9DF, Scotland, UK.

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