



# FREQUENTLY ASKED QUESTIONS

## Financial Aid

### Accept/Decline Your Aid

#### How to accept/decline your Financial Aid Offer

- Login to [insidecbu.calbaptist.edu](http://insidecbu.calbaptist.edu)
- Click on the "Financial Aid" tab
- Select "Financial Aid Offer & Document Tracking" on the left side
- Select Aid Year and click on "View Financial Aid Offer" to review aid offered for the current academic year
- Press "Accept/Decline" at the bottom of the page
- Click "Accept" or "Decline" next to each of the Financial Aid items
- Click "Next" then "Submit"
- Click "Continue" to exit the screen

### Loan Information

#### How to apply for a Parent PLUS Loan

- Go to [www.studentaid.gov](http://www.studentaid.gov)
  - Login at the top right-hand corner using your Parent FSA ID
  - Click on the "Apply for Aid" tab at the top
  - Select "Apply for Parent PLUS Loan" and fill out the application
- \*Parents must also complete the Parent Master Promissory Note

#### How to apply for a Private Loan

- Go to [insidecbu.calbaptist.edu](http://insidecbu.calbaptist.edu)
- Click on the Financial Aid tab
- Select "Loan Information" on the left side
- Locate the "Private Loans" section
- Select "Click here" for CBU's Established Lenders
- Select lender of your choice and apply for the loan

#### How to apply for a Graduate PLUS Loan

- Go to [www.studentaid.gov](http://www.studentaid.gov)
  - Login at the top right-hand corner using your FSA ID
  - Click on the "Apply for Aid" tab at the top
  - Select "Apply for Grad PLUS Loan" and fill out the application
- \*Students must also complete the Entrance Counseling and Master Promissory Note

\*To view or repay your federal loans, create an account at [nslds.ed.gov](http://nslds.ed.gov)

### Outside Scholarships

#### How to apply for Outside Scholarships

- Go to [insidecbu.calbaptist.edu](http://insidecbu.calbaptist.edu)
- Click on the Financial Aid tab
- Select "Grants & Scholarships" on the left side
- Locate the "Outside Scholarships" section
- Select "Click here to go to CBU's Scholarship Station"
- Apply for scholarship of your choice

### Financial Aid Documents

#### How to complete your Master Promissory Note and Entrance Counseling

- Go to the [www.studentaid.gov](http://www.studentaid.gov)
- Login at the top right-hand corner using your FSA ID
- Click on the "Complete Aid Process" tab
- Select "Complete Master Promissory Note" and "Complete Entrance Counseling" for your federal student loans

\*If receiving a Parent Plus Loan, the parent must login using their FSA ID/password and complete a "Parent Plus MPN"

#### How to complete a G8 – High School graduation certification form

- Go to [mygrantinfo.csac.ca.gov](http://mygrantinfo.csac.ca.gov)
  - Create an account
  - Fill out the required form
- \*This document confirms that you graduated from a CA High School

#### Where to request your IRS Tax Return Transcript

- Go to [www.irs.gov/transcript](http://www.irs.gov/transcript)
- Call IRS at (800) 829-1040

### Verification Information

#### For students:

- Sign in to [insidecbu.calbaptist.edu](http://insidecbu.calbaptist.edu)
- Select the "Financial Aid" tab
- Click on "Student Forms" on left tab
- Select "Click here" to log in to student account
- If you do not have an account, you will be redirected to <https://calbaptist.verifymyfafsa.com> to register

#### For parents:

- Create an account at <https://calbaptist.verifymyfafsa.com>  
\*You cannot use the same email address as your student's \*
- Verify the preferred email address for the account (an email is sent to the preferred email address on account) in order to log in  
\*All personal information to create the account must match the information on the FAFSA\*
- Lastly, the student has the option to electronically sign the document or opt-out. If choosing to electronically sign, both student and parent must create accounts. The parent will create an account once the student has initiated a request for an electronic signature for the parent.
- If the student wishes to opt-out of e-signatures, he/she will do so at the bottom of document.  
\*Parent does not have to create an account\*
- If opting-out of e-signatures, please upload the physically signed copy onto Verify My FAFSA.

### Questions?

#### Financial Aid

951-343-4236; [finaid@calbaptist.edu](mailto:finaid@calbaptist.edu) – FAFSA, Grants/Scholarships, Loans

#### Student Accounts

951-343-4371; [studentaccounts@calbaptist.edu](mailto:studentaccounts@calbaptist.edu) – Tuition/Fees, Payment Due Date, Payment Plans