Your Financing CHECKLIST

☐ Check BMail account weekly
- University sends all official communications electronically to your Binghamton email account (BMail) at bmail.binghamton.edu.

☐ Check financial aid application status online
- Log in to the portal at my.binghamton.edu and click the BU BRAIN icon. Select the “Financial Aid” tab and select “Eligibility” to make sure all requirements have been “satisfied.”
- “Unsatisfied requirements” may result in aid not being credited on bill.

☐ Complete requirements to receive loan credit
To receive proper credit on bill, students must accept loans via BU BRAIN. Once accepted, be sure to complete requirement(s) if first-time borrower:
- Federal Direct Subsidized and/or Unsubsidized Student Loans
- Complete eMPN and Entrance Counseling at studentloans.gov
- Federal Perkins Loan
- Complete eMPN at slsc.albany.edu/borrowers
- For more information, go to slsc.albany.edu

☐ Submit your final high school transcript
All students must submit a FINAL high school transcript to Binghamton University, Office of Undergraduate Admissions, PO Box 6001, Binghamton, NY 13902-6001. Financial aid recipients must have a transcript on file for funds to credit the bill and/or generate a refund (if applicable).

☐ Confirmation of Enrollment
- All students are required to complete Confirmation of Enrollment via BU BRAIN every semester; available at least two weeks prior to the start of classes.
- Failure to confirm results in all courses being cancelled, whether or not your semester bill is paid. If courses are cancelled, re-enroll via BU BRAIN, but course availability varies.
- Financial aid recipients must confirm enrollment for financial aid funds to be credited to the bill and to generate a refund (if applicable).

☐ TAP (Tuition Assistance Program) (New York state residents only)
- Apply for TAP via FAFSA or TAP online.
- The financial aid offer may have included an estimated TAP award based on income on the Free Application for Federal Student Aid (FAFSA).
- After New York State Higher Education Services Corporation (NYSHESC) verifies all information, the TAP award is confirmed and the University is notified. The amount may be different from the estimated TAP award in your financial aid offer.
- To check that your TAP award is confirmed, go to BU BRAIN, “Financial Aid” tab, “Awards” section.
- If not confirmed, go to hesc.ny.gov or call NYSHESC at 1-888-697-4372 for more info.
- Note: Binghamton University’s TAP School Code is 0880.

☐ Obtain Proof of Enrollment (if needed)
- An insurance company, scholarship program, loan company or other third party may require student and/or family to show proof of enrollment (also called enrollment verification)
- Binghamton’s official enrollment verification is available online through the National Student Clearinghouse (NSC). Changes you make to your schedule (adding a course, dropping a course, etc.) during the first month of the semester will be reflected.
- To access NSC, log into BU BRAIN, “Student” tab, then “Student Services Tools.”
- For complete details and how-to steps go to registrar.binghamton.edu.

☐ Reminders for parents
- Parent (PLUS) Loan Information at bingfa.binghamton.edu
- Parents/stepparents apply for a Federal Direct Parent (PLUS) Loan by going to studentloans.gov
- If approved, parent must complete an electronic Master Promissory Note (eMPN) at studentloans.gov

Helpful Links
- Financial Aid: bingfa.binghamton.edu
- Student Records: registrar.binghamton.edu
- Student Accounts: studentaccounts.binghamton.edu
- Undergraduate Admissions: admissions.binghamton.edu
- hireBING: binghamton.edu/hirebing
- Center for Career and Professional Development: binghamton.edu/ccpd

Financial Aid and Student Records

- Confirming enrollment acknowledges the student was presented with and reviewed financial aid, billing and refund policies as required by federal and state agencies, SUNY and Binghamton University.
- Complete details and how-to steps at registrar.binghamton.edu

- Find a job
- Employers hire quickly at the start of each semester for on- and off-campus jobs
- View all part-time jobs at hireBING: binghamton.edu/hirebing
- Proof of identity and work eligibility required (original social security card and photo ID )

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