



FINANCIAL AID OFFICE

Office Hours: 8:30AM – 4:30PM Monday – Friday

Scott Rowe, Director: srowe@daemen.edu
Maggie Killian, Associate Director: mkillian@daemen.edu
Erin Simson, Counselor: esimson@daemen.edu

Please contact Student Accounts @ 716-839-8213 or student_accounts@daemen.edu for billing information.

Additional Information can be found at <https://hub.daemen.edu/>

PLEASE CHECK YOUR DAEMEN EMAIL REGULARLY FOR MESSAGES REGARDING YOUR ACCOUNT.

Financial Aid - Applying

- To apply for federal financial aid, you must file your FAFSA (Free Application for Federal Student Aid) at studentaid.gov.
- The FAFSA requires an electronic signature, called the FSA ID. You can create one at studentaid.gov. Go to Log In/Create Account at the top of the page. Keep this username and password in a safe place; you will need it to access all federal financial aid websites. The parent completing their portion of your FAFSA will also need an FSA ID.
- The FAFSA form is for an academic year. You must file the correct FAFSA form each year to be eligible to receive federal aid for that specific academic year.
- The Daemen University Federal School Code is 002808.
- To apply for New York State TAP (Tuition Assistance Program), you must file your TAP application at <https://www.tap.hesc.ny.gov/totw/>. The Daemen University NYS TAP code is 0670. Please note that you must be a NYS resident for a minimum of 12 months prior to applying for TAP.

Financial Aid – Processing

- Once you submit your FAFSA, it will be received electronically by the Financial Aid Office in 2-3 business days.
- The Financial Aid Office will determine your aid eligibility and will notify you through mail with a Financial Aid Letter. **You must be accepted to Daemen University before any aid can be awarded.**
- Once you receive your Financial Aid Letter you must:
 - Sign and return one copy of the aid letter (please note only the student can sign the aid letter). You can return the signed aid letter by mail, fax (716/839-8378), email (finaid@daemen.edu) or through our Financial Aid Secure Upload at daemen.edu/finaidupload.
 - Please indicate on your aid letter if you are accepting all of your aid or if you are declining a portion of your aid package (federal student loans).
 - If you do not return your aid letter your aid will process at the amount awarded and will reflect on your billing statement.
- **By filing a FAFSA you are automatically eligible for federal student loans. If you do not plan to use federal loans you must officially decline them with the Financial Aid Office.**
- **All students accepting Federal Stafford loans must complete Loan Entrance Counseling and a Master Promissory Note (MPN) at studentaid.gov** (Hover over option “Loans and Grants” at top of page and select (1) Loan Entrance Counseling and (2) Master Promissory Note (MPN)).
- Loans will not be disbursed to the University until both requirements are on file with the US Department of Education.

PLEASE USE YOUR DAEMEN EMAIL ACCOUNT WHEN CONTACTING THE FINANCIAL AID OFFICE.

4380 Main Street | Amherst, NY 14226

716.839.8254

716.839.8378

Daemen.edu

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