

Carnegie Mellon University

Student Financial Aid Office

Student Financial Aid
Lower Level, Warner Hall
5000 Forbes Avenue
Pittsburgh, PA 15213-3890
Fax: 412-268-6651

Use this form if you would like to request a new Aid ID for a financial aid program. Questions may be directed to:
Mike Ulicny at mulicny@andrew.cmu.edu, Morgan Boddorf at mboddorf@andrew.cmu.edu, or Elaine Taillon at et0v@andrew.cmu.edu.

student-financial-aid@andrew.cmu.edu

Financial Aid Fund ID Request Form

NEW FINANCIAL AID FUND ID CREATION INFORMATION

Requester Organization/Dept:

Phone:

Requester Name (Print):

Email:

Requester Signature:

Date:

Aid Fund Description (Aid ID Name):

PLEASE ATTACH ALL OF THE FUND DOCUMENTATION, WHICH SHOULD SUPPORT YOUR SELECTIONS BELOW.

Object Code:	75100 - Undergraduate Scholarship	75102 - Graduate Scholarship/Fellowship	Other:
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Funding Source	Function	Activity	Organization	Entity
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¹Source:	Institutional	Non-Institutional						
²Type:	Gift	Loan	Resource	Work				
Class:	Undergraduate	Graduate	Both					
Need:	Merit	Need-Based	Non-Need Based					
Designation:	Restricted	Endowed	Federal	Internal	State	E&GO	3rd Party	Outside
Credit to Student's Account?	Yes	No						
Who Selects Recipients?	Institutional	Donor or External Agency						

STUDENT FINANCIAL AID OFFICE USE ONLY

Offer Max:

Currency:

Fund ID:

Aid Year:

Commodity Code

Required Signatures:

_____ Date: _____
Asst. Director of Student Financial Aid

_____ Date: _____
Assoc. Director of Student Financial Aid

PLEASE ALLOW 7 BUSINESS DAYS FOR PROCESSING.

¹ For appropriate selections, consult FMP Appendix B - Funding Sources at: www.cmu.edu/finance/systems/documentation/reference.html

² For Fellowships/Scholarships/Grants, always select Gift.