

FINANCING YOUR EDUCATION WORKSHEET

Finding a way to pay for your education can be stressful. But if you plan and learn as much as you can about your options, the process of applying for financial aid can be less confusing. The following steps can help make this process stress-free.

Date Completed

Decision Item

1. Call the institution you want to attend. Ask for the financial aid office phone number.

2. Contact the financial aid off at the school(s) you are applying to. Ask for information on scholarships, loans and student employment that they can provide for you.

3. Also, ask if they only require the FAFSA (free Application for the Financial Student Aid) or additional financial aid forms. I will need to complete the _____.

4. Go to your school or local library for more information on applying for financial aid. Ask the reference librarian to direct you to the appropriate section of your library.

5. Gather all of your financial records from the previous year. You will need these to complete these forms. For example, tax records, and paycheck stubs.

6. If the school you're applying to only requires the FAFSA, the form must be completed each year after January. Complete FAFSA and send.
Date Completed: _____ Date Sent: _____

7. An SAR (Student Aid Report) will be sent back to you. It will contain your expected family contribution. Make any corrections to this SAR and return

8. Make copies of your or your parent's tax return from the previous year. You may need to send these to the school(s) you've applied to. These forms are used to verify information given to them.

FINANCING YOUR EDUCATION WORKSHEET

(Continued)

Date Completed

Decision Items

9. If the school requires both the FAFSA and additional forms, complete all forms and return to the Financial Aid Office.

10. Call financial aid office two or three weeks after sending back all forms to check on the progress and status of your financial aid.

11. Once all forms have been reviewed, you will be sent an “award letter” from each school. This letter includes estimated expenses, expected family contribution; and amount and types of aid you’ve been awarded. Review these forms. If you have any questions, call the financial aid office. Let the office know whether you accept or do not accept the award package.

12. If you do not receive any aid, contact the financial aid office. Investigate other scholarships, student employment and loans.

13. Arrange payment plan with the school.
