

2009-2010 Application Checklist

Financial aid eligibility is determined by the financial aid office of the school you plan to attend. It is not determined by the Department of Education. The following documents are required before your eligibility can be determined. They must be complete, accurate and signed. To avoid having to make another trip, carefully check all documents before you turn them in or mail them to us. You can access financial aid forms at <http://www.southseattle.edu/finaid/forms.htm>.

- ✓ Complete the Free Application For Federal Student Aid (FAFSA) by applying on-line at the Dept. of Education's website www.fafsa.ed.gov.
- ✓ If you want to apply using a paper FAFSA you must contact the Department of Education and order a Paper FAFSA. Call 1-800-433-3243 and then press 0 to order a paper FAFSA. Schools no longer have Paper FAFSA's available to give to students.
- ✓ In two to six weeks you will receive an acknowledgement by email. Read the information carefully. If corrections are required, please update your FAFSA with the new information and sign with your pin number and your parent's (if required).
- ✓ Complete a Data Sheet. You must fill out a new Data Sheet every school year. You can access this form from our school website or pick one up from the Financial Aid Office.
- ✓ If you are selected for verification, you and your parents (if required) must complete a Verification Worksheet and submit all required documents, such as tax returns, to the Financial Aid Office. You can access this form from our school website or pick one up from the Financial Aid Office. Be sure all tax return attachments are included and tax returns are signed.

An Official Credit Evaluation is required from **all colleges/universities previously attended**. You must have official transcripts sent to you and then bring them in the sealed envelope to the Financial Aid Office. An Incoming Academic Transcript Evaluation Request form must be filled out and turned in with your transcripts. Once the evaluation is completed, **it is the student's responsibility to turn a copy in to the Financial Aid office**. Eligibility will not be determined until this is done.

If you have submitted all required documents to the Financial Aid Office by the following dates, you will be notified of your financial aid eligibility before the start of the applicable quarter. Applications completed after the quarterly deadline dates will be reviewed as time permits. **Late applicants must plan to pay for tuition, fees, and books from their own funds to get started.** A financial aid check for late applicants will be issued to eligible, enrolled students later in the quarter.

Priority Funding Deadline, April 14, 2009

Fall Quarter 2009 June 5, 2009

Winter Quarter 2010 Oct. 9, 2009

Spring Quarter 2010 January 22, 2010

Summer Quarter 2010 February 19, 2010

Checking the Status of your Application

You can check the status of your application by logging on to our school website at www.southseattle.edu and follow the steps below.

Step 1. Go to *Student Resources*.

Step 2. Go to *Financial Aid Department*.

Step 3. Go to *Check Your Financial Aid Status*.

You must have a Student Identification Number (SID) to access your information. Your password will be your date of birth, two digits for month, date and year (mmddyy). Example: if your date of birth is July 01, 1985 you would enter 070185. If you have difficulties accessing this site please contact our office.