# 2021-2022 FINANCIAL AID CHECKLIST

____**Free Application for Federal Student Aid (FAFSA)**
Complete the Free Application for Federal Student Aid (FAFSA) at https://studentaid.gov/h/apply-for-aid/fafsa *This is the first step in processing any type of federal aid and institutional aid.*

**Step 1 (Student Information)**
This section will ask for general information such as name, address, driver's license number, etc.

Your grade level is determined by the number of credits completed, including credits transferred to WC. The WC catalog lists grade level as follows:

| Standing | Credit Hours | Level |
|---|---|---|
| Freshman | 0-29 | First year, never attended college before |
| Sophomore | 30-59 | Second year |
| Junior | 60-89 | Third year |
| Senior | 90 and above | Fourth year |

**Step 2 (Student's Income Tax Information)**
This section will ask you to refer to your federal income tax return (1040/A/EZ) and submit specific information regarding your income. **Please use 2019 tax information to complete the 2021-2022 FAFSA. WC STRONGLY RECOMMENDS THAT STUDENTS USE THE IRS DATA RETRIEVAL TOOL to move income from the tax return to the FAFSA.**

**Step 3 (Dependency Status)**
This section will ask specific questions in order to determine your dependency status regarding Title IV financial aid eligibility.

**Step 4 (Parents' Information)**
This section will ask parents to complete demographic, financial and tax information if it has been determined in Step 3 that you are a dependent student. If classified as an independent student in Step 3, you may SKIP Step 4. **Please use 2019 tax information to complete the 2021-2022 FAFSA. WC STRONGLY RECOMMENDS THAT PARENTS USE THE IRS DATA RETRIEVAL TOOL.**

**Step 5 (Student Household Information)**
This section will ask for your household information if you were classified in Step 3 as an independent student.

**Step 6 (College Information)**
The Federal School Code for Williamson College is *03513500*. Please indicate your housing plans as living "off campus" or "with parent."

**Step 7 (Signature and Date)**
Please sign and date your application. If you were required to provide parental information, please ensure that a parent also signs and dates your application.

____**Within a week after the online submission, you will be emailed a Student Aid Report (SAR)**. If you do not submit an active email address, your SAR will be mailed.

____**If you are selected for verification (You'll know this when you receive your FAFSA results)** by the U. S. Department of Education, you will be required to submit the following, so WC can verify the information you submitted on the FAFSA:

1. **Verification Worksheet** – supplied by the WC Financial Aid Office
2. **2019 IRS Tax Return Transcript** – You can satisfy this requirement by using the Data Retrieval Tool (at fafsa.gov). If unable to use the IRS Data Retrieval Tool, you may order a **Tax Return Transcript** by calling 800-908-9946 or by visiting www.irs.gov.

____**Notify the financial aid office of any outside assistance.** Any outside scholarships, grants or military benefits you will be receiving will be placed on your invoice as expected payment to help satisfy your account.