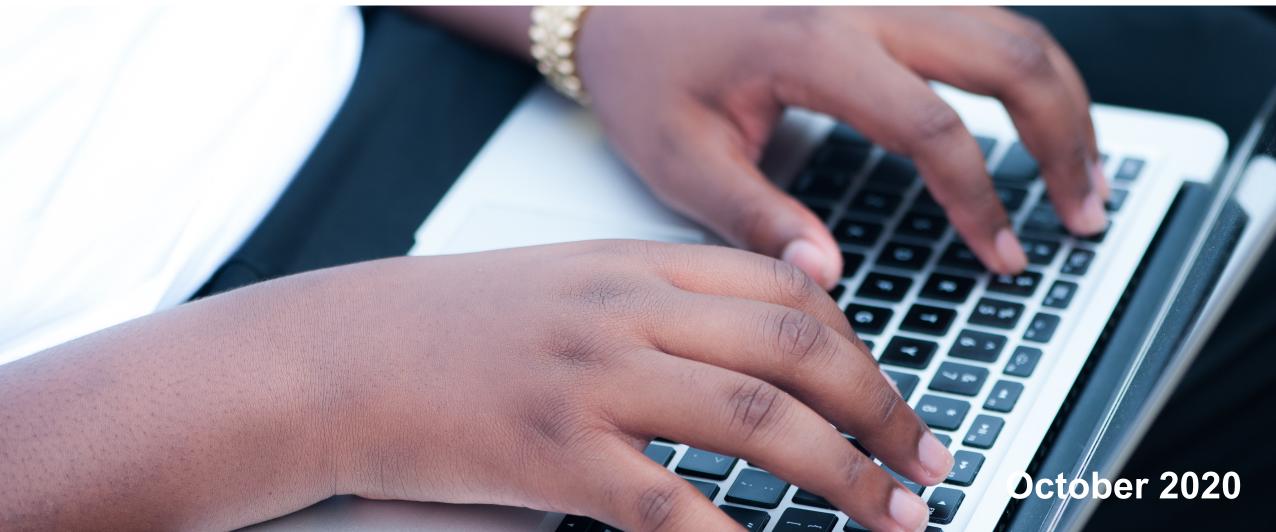


Visual Step-by-Step FAFSA Guide for CA JOHN BURTON Advocates for Youth Wisual Step-by-Step FAFSA Gu Youth Who Have Experienced Homelessness



Disclaimer

- While we have made every effort to be accurate in this guide, financial aid programs change. Be sure to get current information.
- This guide is intended for youth who have experienced homelessness in California who qualify for "Independent Student Status" on the FAFSA. If you do not qualify for "Independent Student Status," you will need to complete the Parental Demographics section and provide financial information about you and your parent(s). Information about this process is not included in this guide.
- If you are an undocumented student, remember to fill out the California Dream Act Application (CADAA) at dream.csac.ca.gov instead of the FAFSA. If you are a California undocumented student, you should apply even if you were a DACA recipient and granted a temporary Social Security Number. Most of the questions in the CADAA mirror the questions in the FAFSA; this guide can still be a helpful tool.

How to Apply for Financial Aid

What to Bring to Apply for Financial Aid

Social Security Number or Alien Registration Number

Make sure you know your name exactly as it appears on your Social Security Card Statewide Student Identifier Number (SSID)

This is recommended for California Dream Act Applicants only

Email Address

Use an email address that you check often. Avoid high school emails that expire.

List of up to 10 colleges

You can update this later, if needed.

Tax or income info from the prior-prior year.

Students may be able to use the IRS Data Retrieval Tool (DRT) to transfer tax information from their federal income tax return into the FAFSA, if applicable.

Where to Apply for Financial Aid

IFYOU ARE A U.S. CITIZEN, A PERMANENT RESIDENT OR OTHER ELIGIBLE NON-CITIZEN

Complete the Free Application for Federal Student Aid (FAFSA)

Apply at: fafsa.ed.gov

What is an eligible non-citizen?
Examples include a U.S. permanent resident who has a green card (Permanent Resident Card), a conditional permanent resident with a conditional Green Card, or a "refugee." You can find the complete list on the FAFSA.

OR

IF YOU ARE AN UNDOCUMENTED IMMIGRANT

Complete the California Dream Act Application (CADAA)

Apply at: dream.csac.ca.gov

California Dream Act Application (CADAA) allows undocumented and nonresident documented students who meet certain eligibility requirements to apply for state financial aid and allows qualified students to pay in-state resident fees (instead of higher out-of-state fees) at California's public colleges and universities.

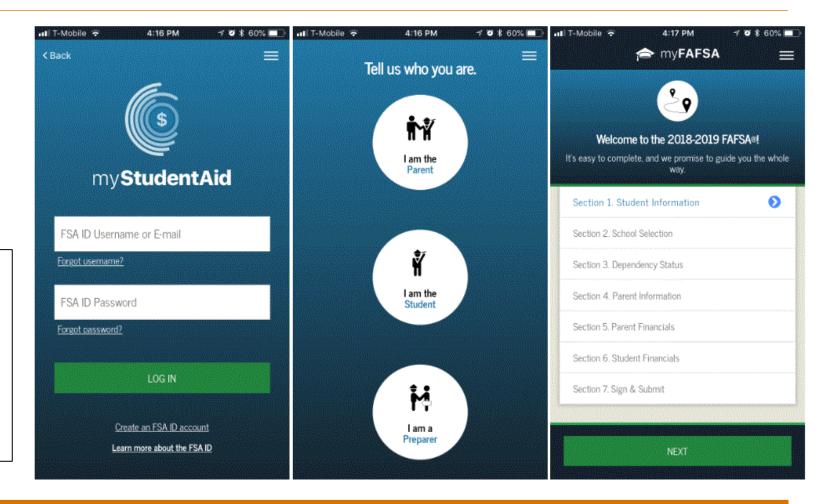
Paper applications are also available for the FAFSA and CADAA by calling 1-800-433-3243 and 1-888-224-7268, respectively. Ask a counselor or other adult mentor for help completing the application. Most students say that they find the online application easier.

JOHN BURTON ADVOCATES FOR YOUTH

FAFSA App on Smartphones



The FAFSA can now be completed on a mobile phone through the myStudentAid app or online at fafsa.ed.gov.



STEP 1: BEGIN A NEW FAFSA AT FAFSA.ED.GOV

An official website of the United States government.

Federal Student Aid

UNDERSTAND AID

APPLY FOR AID Y

COMPLETE AID PROCESS V

MANAGE LOANS

Q

Reminder: The FAFSA must be filled out EVERY year! This is a FREE application.

New to the FAFSA Process:

Click "Start Here"

Returning User:

Click "Log In."
This allows you to
prefill the current year's
FAFSA with some data
from last year's FAFSA.



FAFSA® Announcements

Changes to Your Family's Financial Situation

If your or your family's financial situation has changed significantly from what is reflected on your federal income tax return (for example, if you've lost a job or otherwise experienced a drop in income), you may be eligible to have your financial aid adjusted. Complete the FAFSA questions as instructed on the application (including the transfer of tax return and income information), submit your FAFSA form, then contact the school you plan to attend to discuss how your current financial situation has changed. Note that the school's decision is final and cannot be appealed to the U.S. Department of Education. Visit StudentAid.gov/coronavirus for more information.

STEP 1: BEGIN A NEW FAFSA AT FAFSA.ED.GOV or STUDENTAID.ED.GOV

Home page continued:

The home page now also allows you to search for the deadlines in your state.

FAFSA® Deadlines

Many states and colleges set priority deadlines by which you must submit the FAFSA form to be considered for the aid programs they administer. There is also a federal deadline each academic year.

Select your state of legal residence and the school year for which you're applying for federal student aid.

State	
Type response	
Year	
Select Year	~
View Deadlines	

View All State FAFSA Deadlines

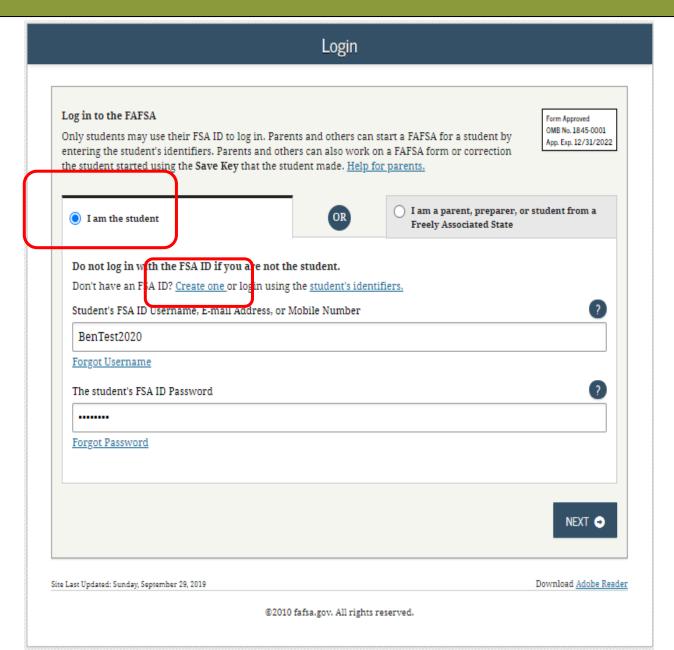
Create an "FSA ID"

Federal Student Aid Identification (FSA ID)

When you start a new FAFSA, there are two log-in options.

- → Choose the option that says: "I am the student"
- → Then click the blue link that says "Create one". This takes you to the FSA ID website.

Your FSA ID will serve as your legal signature and you will need it to sign your FAFSA electronically before you submit the FAFSA.



You will be taken to a new page to create your FSA ID

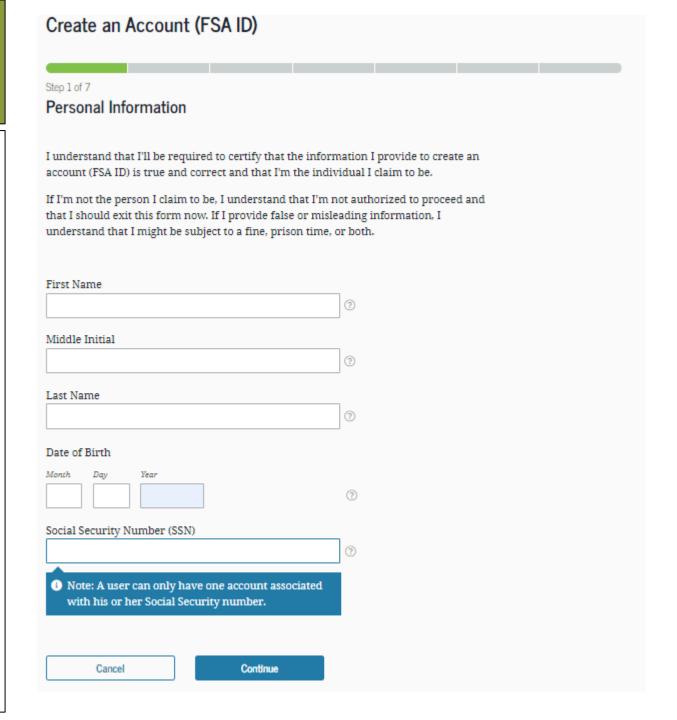
→ Click "Get Started"

Create an Account (FSA ID) Whether you're a student, parent, or borrower, you'll need to create your own account to complete federal student aid tasks. What You Can Use Your Account For Filling out the Free Application for Federal Student Aid (FAFSA[®]) form · Signing your Master Promissory Note (MPN) · Applying for repayment plans · Completing loan counseling Using the Public Service Loan Forgiveness Help Tool Items Needed to Create an Account Social Security number · Your own mobile phone number and/or email address Get Started Log In

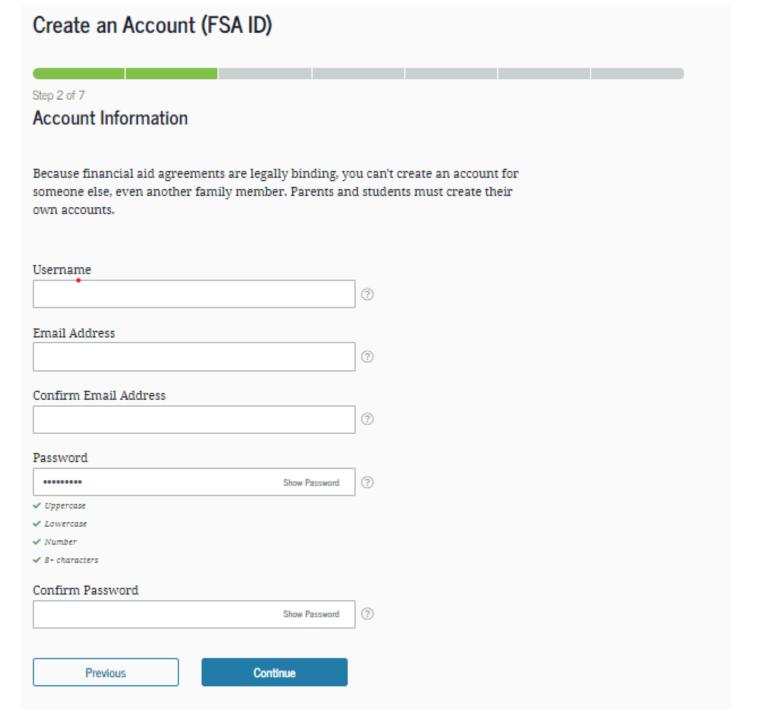
→ Enter your name and Social Security Number exactly as they appear on your Social Security Card.

** Visit https://www.ssa.gov/ssnumber/ to request a copy of your social security card. If you don't know your Social Security Number, if you've worked in the past, you can find it on the W-2 you received, or your school may have it on record.

** If you don't have a social security number, apply for the CADAA at **dream.csac.ca.gov**



- → Create a Username and Password that can be easily remembered but not easy for someone else to figure out (ex. Do not use your name, date of birth, or the word "password").
- → Enter an email address that you check often so that you can get help if you get locked out or forget your username or password. It is not recommended that you use a high school email address, since those often expire. Create or use an email address that you can use throughout college, such as Gmail, Yahoo or Outlook.

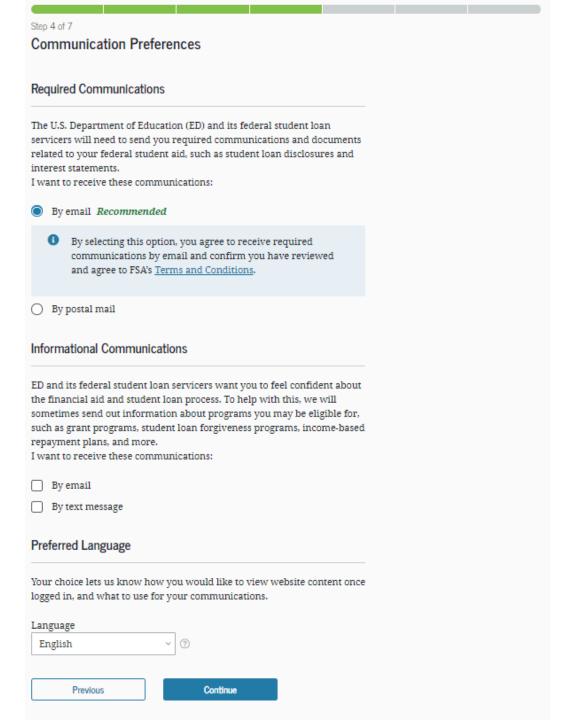


→ Enter your mailing address, mobile phone number, and indicate if you want to set-up Mobile Phone Account Recovery in case you are locked out.

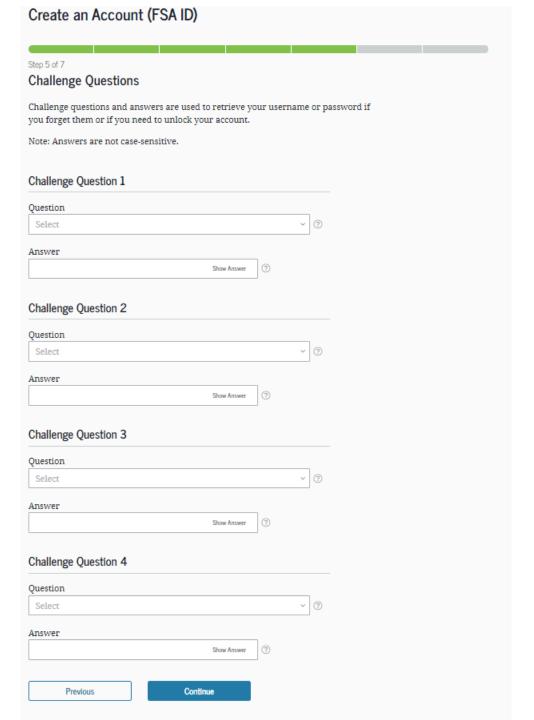
reate an Account (FSA ID)	
ep 3 of 7 ontact Information	
ermanent Address	
ddress	
ty	③
ate Type response]]②
P Code	
] ③
hone Number	
obile Phone Number	
onfirm Mobile Phone Number	
Add Alternate Phone Number	
obile Phone Account Recovery	
e strongly recommend setting up mobile phone account otion is used to help you restore access to your account l ode via text message if you are locked out.	
Yes, I would like to use my mobile phone for account	recovery.
Previous Continue	

→ Indicate how you would like to receive future communications. Email is recommended.

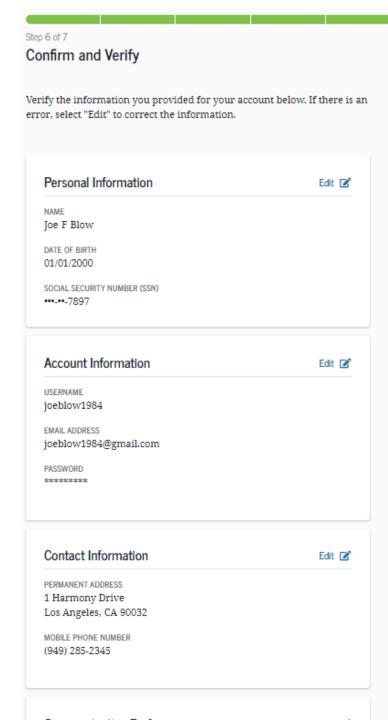
→ Indicate your preferred language.



→ Choose "Challenge Questions" and answers that can easily be remembered in case you forget your FSA ID username or password.



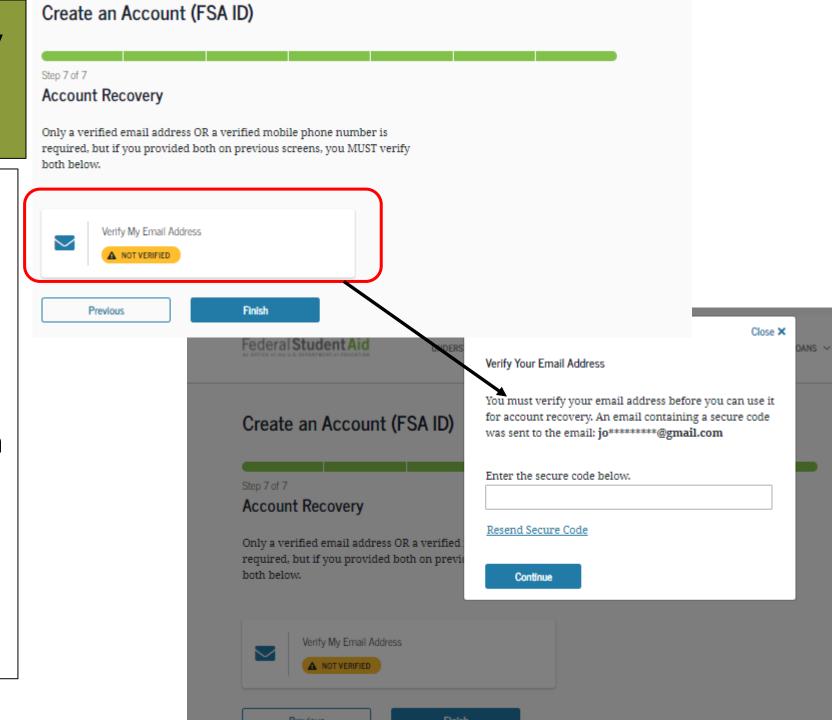
→ Confirm and verify that all the information that you provided is correct.

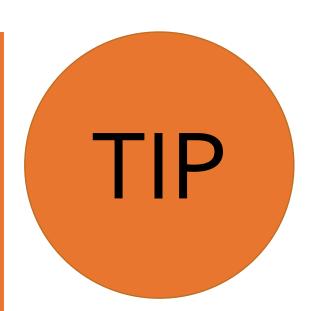


→ Only a verified email address OR verified mobile phone number is required, but if you provided both, you MUST verify both below.

Make sure you know the log-in information to your email address, if you provided it.

→ Click Finish





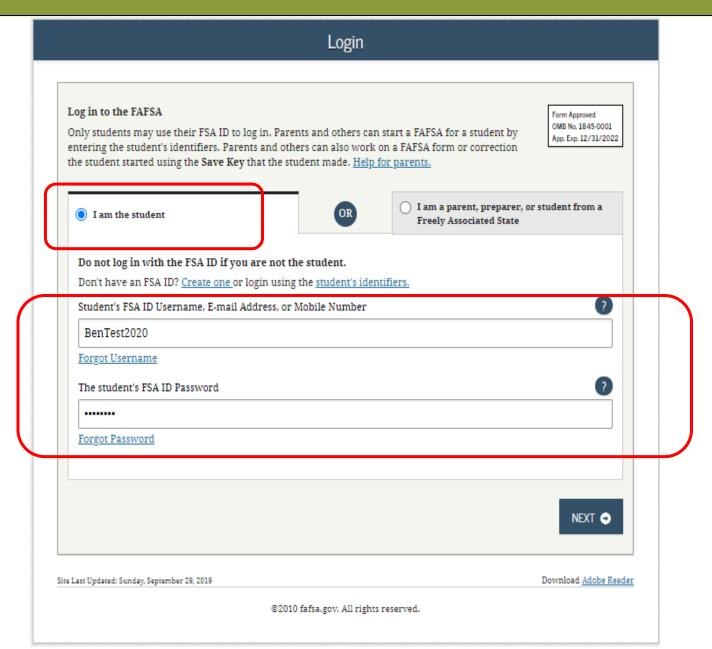
Write down these items somewhere safe so you don't forget:

- ☐ FSA ID Username
- ☐ FSA ID Password
- ☐ Email Address & Password
- ☐ FSA ID Challenge Questions & Answers

You're Now Ready to Start Your Online FAFSA!

Login with your new FSA ID and begin the FAFSA

- → Once your FSA ID is created, you can immediately log into the FAFSA at **fafsa.ed.gov** and start your application.
- → Click "I am the student"
- → Enter your FSA ID
 Username or Verified
 Email Address or Mobile
 Number & your
 FSA ID Password.



Read the
 Disclaimer and,
 if you agree,
 click "Accept"

Disclaimer

Warning

You are accessing a U.S. Federal Government computer system intended to be solely accessed by individual users expressly authorized to access the system by the U.S. Department of Education. Usage may be monitored, recorded, and/or subject to audit. For security purposes and in order to ensure that the system remains available to all expressly authorized users, the U.S. Department of Education monitors the system to identify unauthorized users. Anyone using this system expressly consents to such monitoring and recording. Unauthorized use of this information system is prohibited and subject to criminal and civil penalties. Except as expressly authorized by the U.S. Department of Education, unauthorized attempts to access, obtain, upload, modify, change, and/or delete information on this system are strictly prohibited and are subject to criminal prosecution under 18 U.S.C. § 1030, and other applicable statutes, which may result in fines and imprisonment. For purposes of this system, unauthorized access includes, but is not limited to:

- Any access by an employee or agent of a commercial entity, or other third party, who is not the individual user, for purposes of commercial advantage or private financial gain (regardless of whether the commercial entity or third party is providing a service to an authorized user of the system); and
- Any access in furtherance of any criminal or tortious act in violation of the Constitution or laws of the United States or any state.
- If system monitoring reveals a formation indicating possible criminal activity, such evidence may be provided to law enforcement personnel.

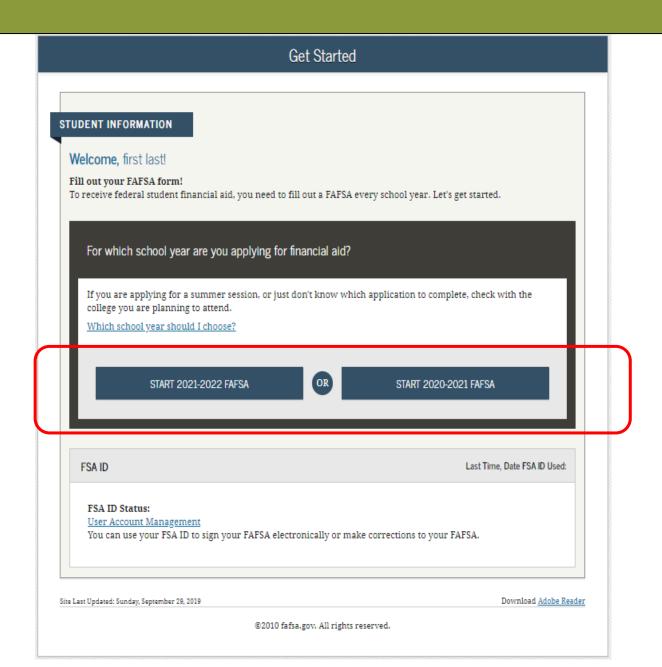


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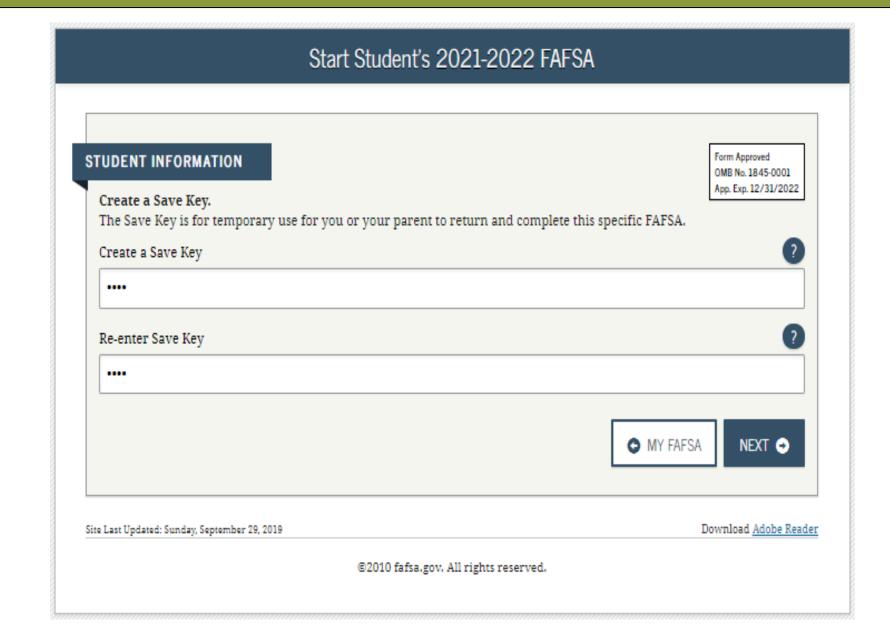
Download Adobe Reader

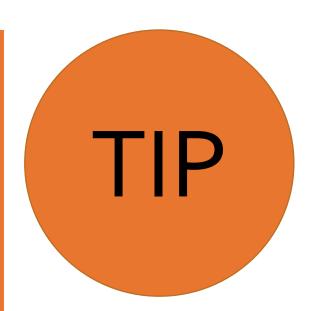
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- Select the school year that you plan to attend college. If you select the wrong year, your financial aid will not be processed.
- If you are applying for an upcoming summer session it is recommended that you complete applications for both years. Schools have the option of using either the prior or upcoming year's financial aid for summer. Once you've picked a college, check with the financial aid office about summer financial aid.



- Follow the
 directions to
 create a "Save
 Key" in case you
 need to save your
 application and
 finish it later.
- You can return
 within 45 days to
 complete and
 submit the
 FAFSA.



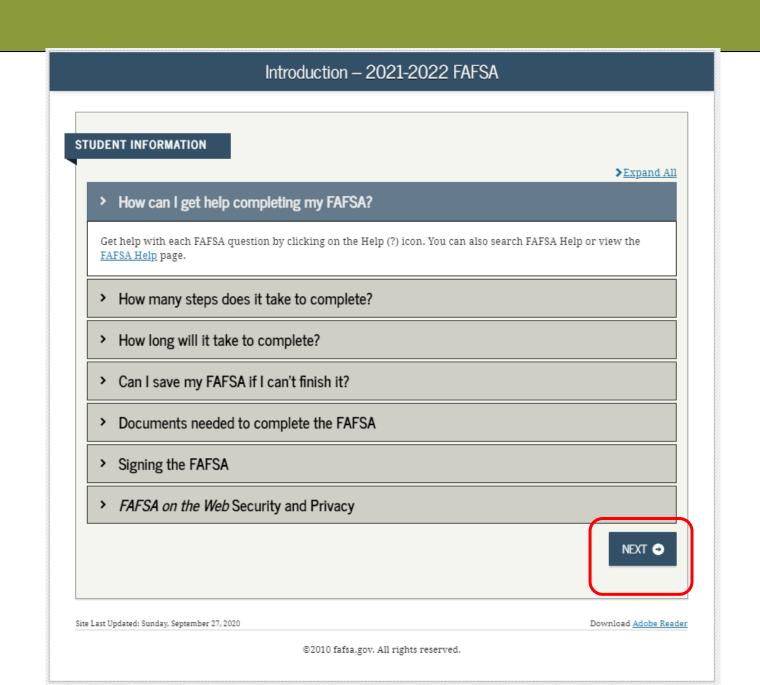


Make sure to write down your Save Key somewhere safe so you don't forget:

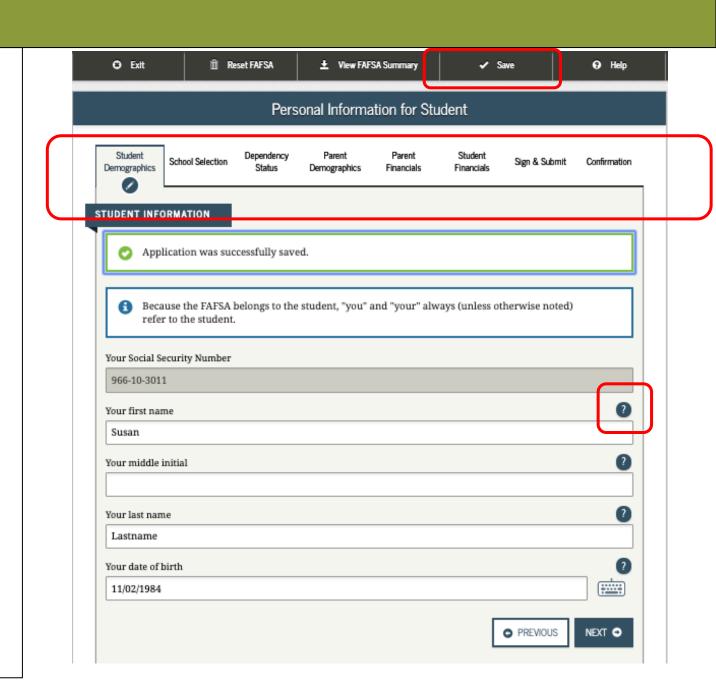
- ✓ FSA ID Username
- ✓ FSA ID Password
- ✓ Email Address & Password
- ✓ FSA ID Challenge Questions & Answers
- ☐ Save Key

The Introduction
Page includes
general information
about the FAFSA

→ Click "Next" at the bottom of each page to go to the next page.

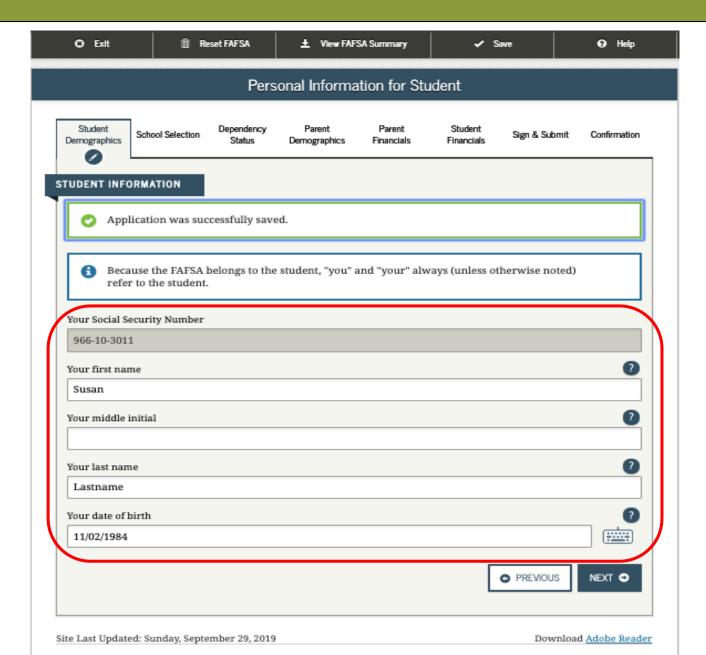


- Complete the eight sections listed as tabs at the top of the screen. The website will take you through each section.
- When you complete a section, be sure to click "Save." Then, click "Next" at the bottom of the page to go to the next section.
- Note that if you don't respond to all of the required questions, the system will alert you to complete the questions before you can move on to the next section.
- For detailed instructions and information about each question, click the question mark icon.

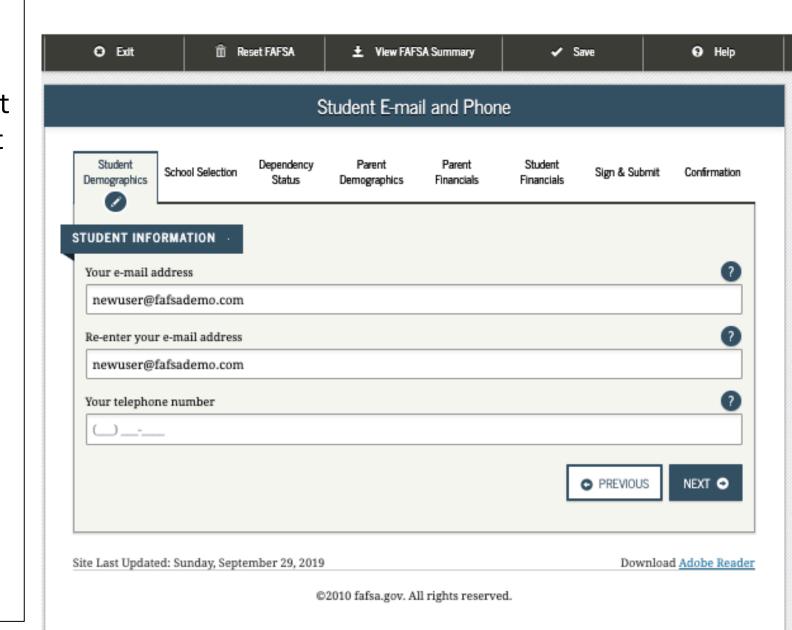


Student Demographics Section

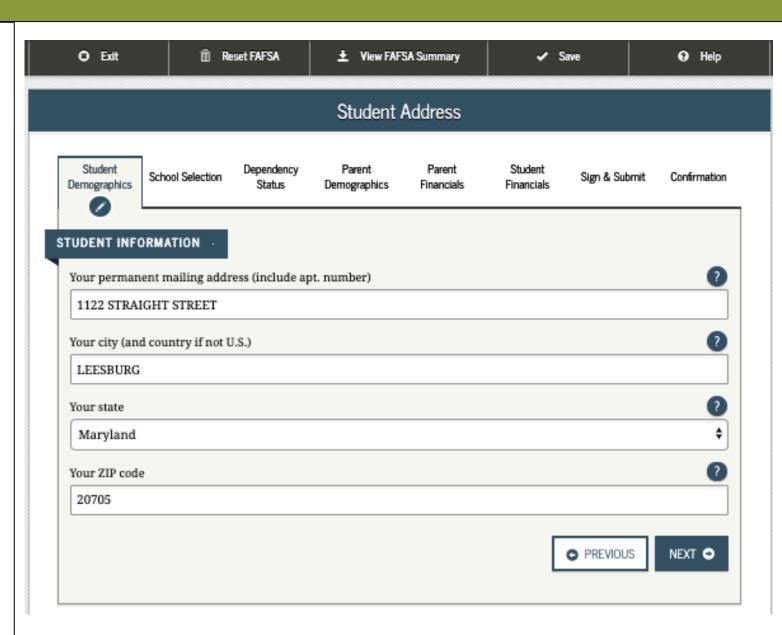
- Student Name: Make sure
 that your name matches
 exactly as it appears on your
 Social Security Card. This is
 your legal name, not a
 nickname.
- Social Security Number:
 Make sure that your name and
 Social Security Number
 matches exactly as it appears
 on your Social Security Card.



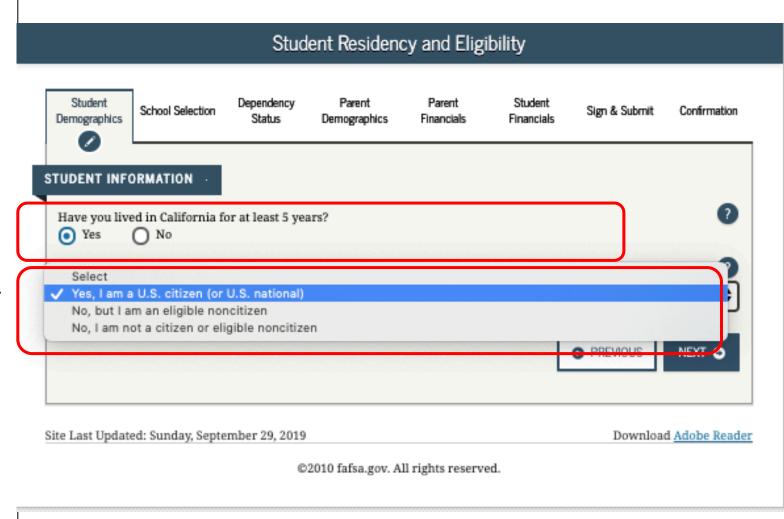
- email Address: Double-check the email address to make sure there are no typos. The U.S. Department of Education and the colleges that you apply to for financial aid will send FAFSA reminders, status updates and financial aid application results to this email address.
 - → An email address is not mandatory but is highly recommended!
- Telephone number: This field is optional.



- Permanent Mailing Address:
 This should be the same address you use on official government documents such as tax returns and voter registration cards. This is an address where the student can receive postal mail, such as a P.O. Box.
- If you don't have a permanent mailing address, you can use a P.O. Box or another address where you can receive mail. You can also ask the financial aid office at your college for help.



- State of Legal Residence: If you select that you have lived in CA for at least 5 years, you may be eligible for California student financial aid (the Cal Grant).
- → A separate application is not required, but you need to make sure that your high school has submitted your verified GPA and that it has been matched to your FAFSA. Create a WebGrants account to verify if your GPA has been matched to your FAFSA.
- **No, but I am an eligible noncitizen", you will be asked to provide your Alien Registration Number.



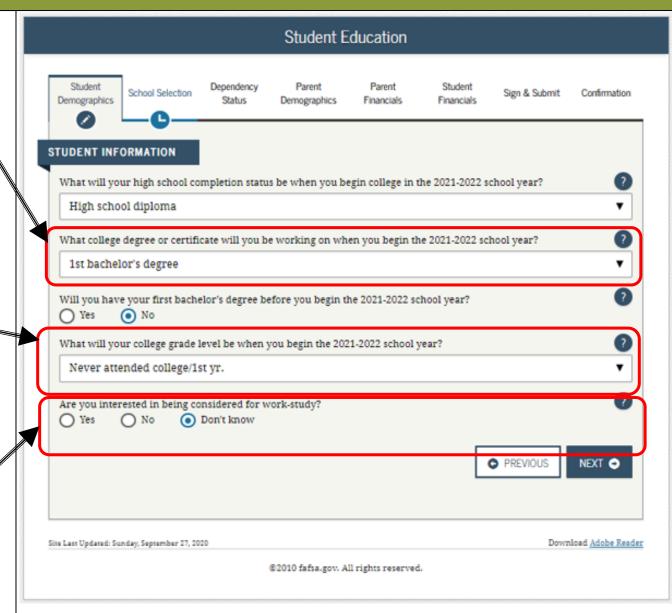
Select the option that best fits your *initial* educational goal.

- → It is important to NOT select "other/undecided" as it may limit the grants you can receive
- → If you are uncertain if you will attend a 2-year or 4-year college, select 4-year college
- → It is important to not select "2nd bachelor's degree" if you don't already have a bachelor's degree, as it may limit the grants you can receive

What will your college grade level be when you begin the 2021-2022 school year?

If you took college courses while in high school, and were dually enrolled, you are still considered a first-time college student and can select the option: "Never attended college/1st yr."

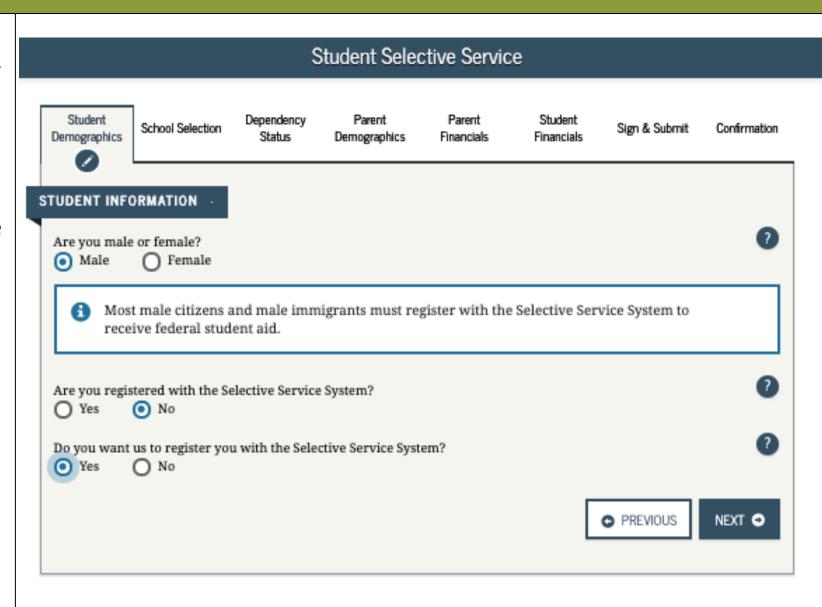
Work study? Answer Yes! Federal Work-Study allows students with financial need to earn a portion of their financial aid award money through part-time employment on or off-campus. You can decline it later if you change your mind. Answering "Yes" also will not guarantee that you will receive a Federal Work-Study job.



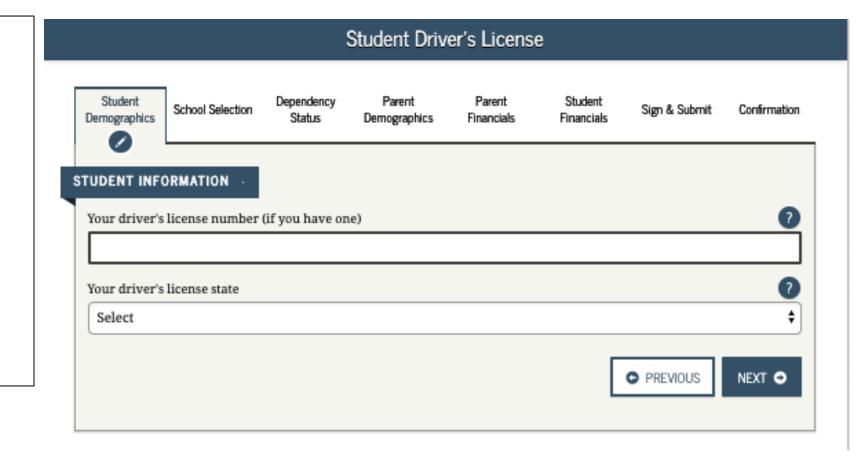
 Male or female: This is based on your sex at birth as indicated on your birth certificate.

Federal law requires that most male U.S. citizens and male immigrants residing in the U.S. (permanent resident aliens), age 18-25, register with the Selective Service.

- → If you haven't registered yet, you will be able to use the FAFSA to automatically register with the Selective Service.
- → Transgender students must comply with the Selective Service registration requirement based on the student's sex at birth as listed on the student's birth certificate.
- → CADAA applicants must register via mail.



• Driver's License: A driver's license is not required to complete the application but can help prevent identity theft. Driving record and parking tickets do not affect eligibility for financial aid.



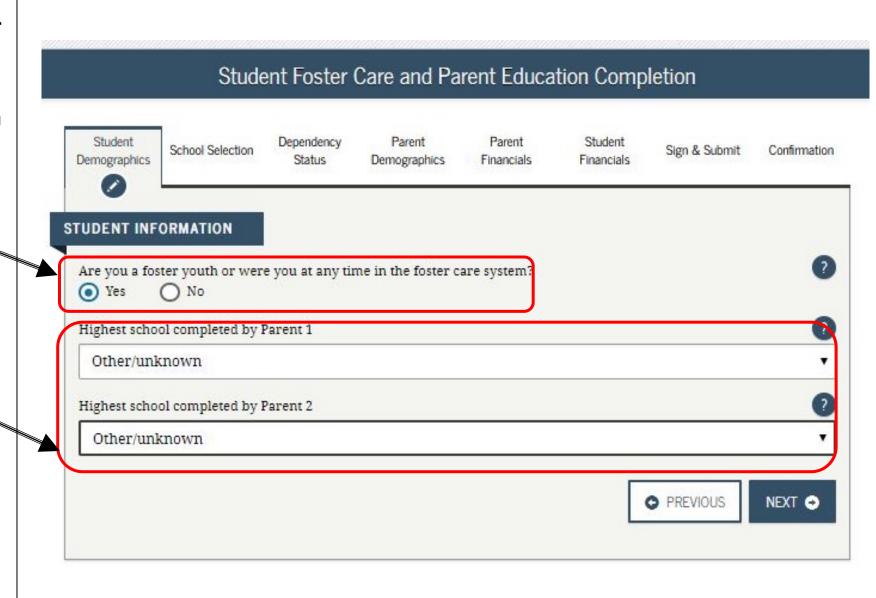
You will be asked: "Are you a foster youth or were you at any time in the foster care system?"

→ Answer YES to this question, even if you were only in foster care for one day. Answering yes may give you access to more support to help you in college.

Note: This question is not on CADAA

It is fine if necessary, to select select "Other/unknown" for "Highest School Completed by Parent."

- → Parent does not refer to a legal guardian or foster parent.
- → How you answer does not affect your eligibility for federal student aid.



FAFSA SECTION 1: STUDENT DEMOGRAPHICS

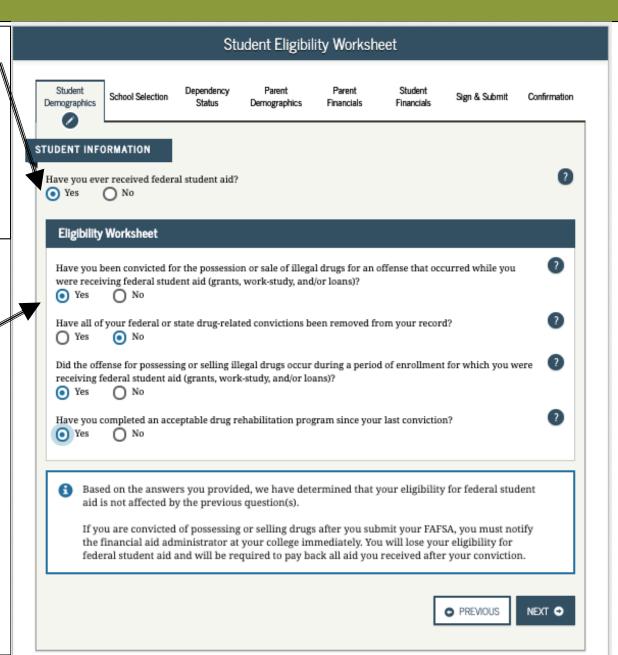
If this is <u>not</u> your first year of college, you will be asked if you have ever received federal student aid.

- If yes, you will be asked if you have been convicted for the possession or sale of illegal drugs for an offense that occurred while receiving federal student aid.
- Note: This applies to federal student aid and is not part of the CADAA.
- If your eligibility for federal student aid has been suspended due to a drug conviction, you can regain eligibility early by completing an approved drug rehabilitation program or by passing two unannounced drug tests administered by an approved drug rehabilitation program.

Select NO if:

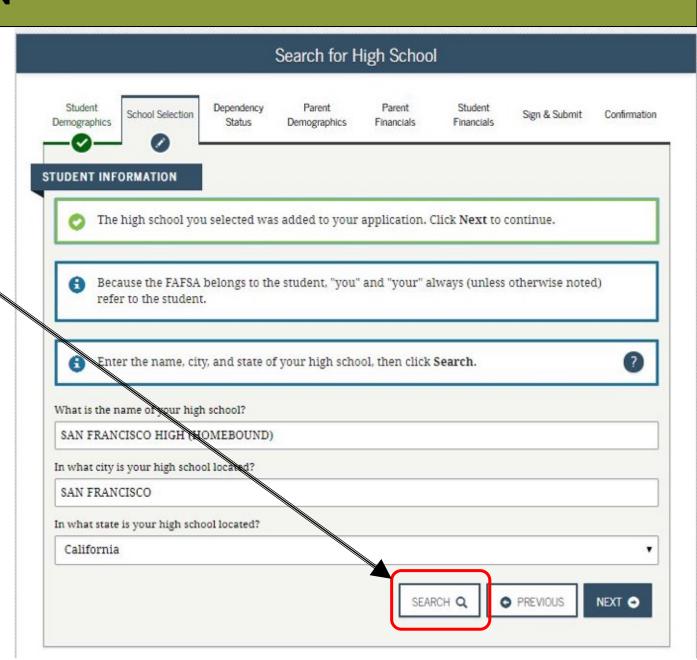
- the selection wasn't a state or federal offense
- it occurred before you were 18, unless you were tried as an adult.
- the conviction was removed from your record; or
- the offense that led to your conviction didn't occur during a period of enrollment for which you were receiving federal student aid (grants, work-study funds, or loans).

Even if you aren't eligible for federal student aid, complete and submit your FAFSA form because you might be eligible for state or school financial aid.



School Selection Section

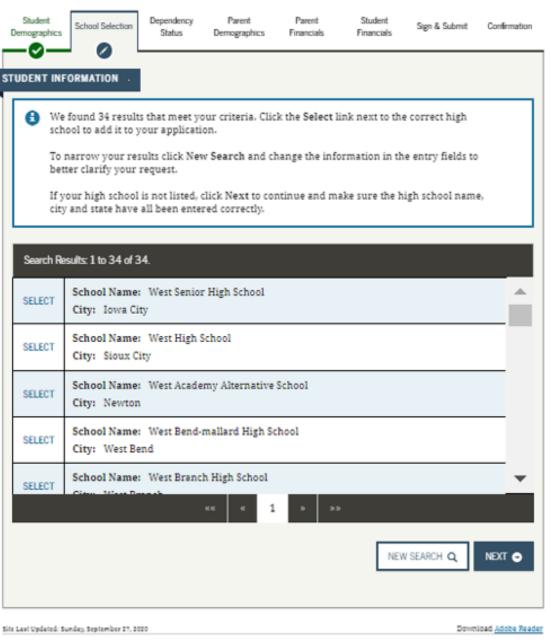
- If you indicated that you are still in high school or have completed your high school diploma in the "Student Demographics" section, when you get to the "School Selection" section, you will see this screen asking you to provide the name, city and state of that high school.
- Important: Use the search function to find your high school. This will help to ensure that your GPA is correctly matched when it is submitted by your high school
- You will not be prompted to answer this question if you indicated that you received a GED certificate or state- authorized high school equivalent certificate in the prior section.



High School Search Results:

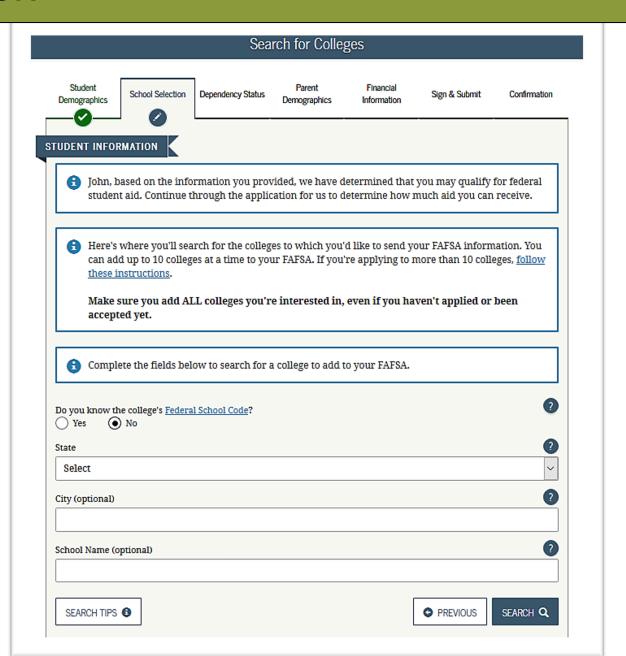
- Important: Use the search function to find your high school. This will help to ensure that your GPA is correctly matched when it is submitted by your high school.
- Select the correct high school from the list.

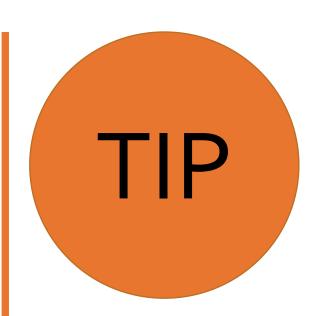
High School Search Results



Site Last Updated: Sunday, September 27, 2020

- Search for and select up to 10 colleges that you may want to attend. Information from the FAFSA will be sent to the schools you have selected.
- You can update or change school selections later if your plans change or you're just not sure yet.
- You must select at least one college to continue with the FAFSA.
- You do not need to have applied for admission yet to the colleges you list.

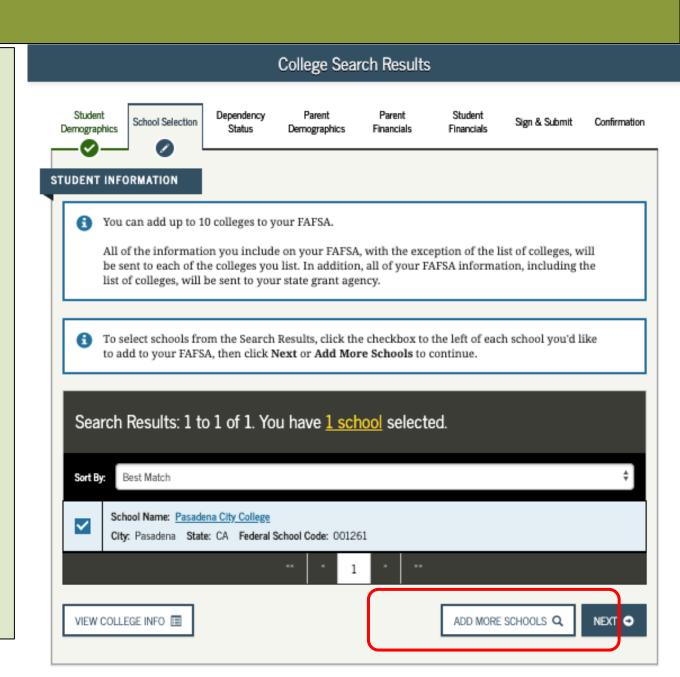




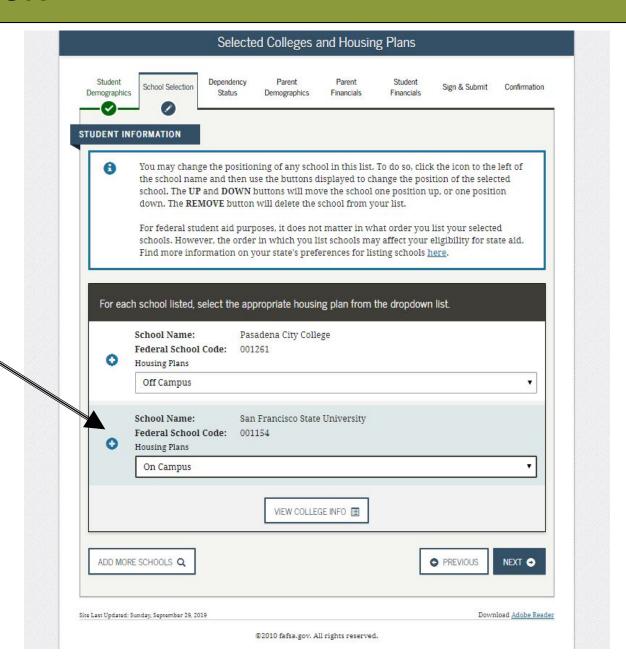
You can send your FAFSA to additional schools after your FAFSA has been processed.

After the FAFSA has been processed and you have received your Student Aid Report (SAR) or SAR Notification, you can submit the FAFSA to an additional 10 colleges, if necessary, by replacing the original set of 10 colleges with a new set of up to 10 colleges. Your original set of 10 colleges will still receive their copy of your FAFSA information. Repeat this process as many times as necessary, each time waiting until you receive the SAR or SAR Notification. You can do this by visiting fafsa.ed.gov or by calling 1-800-4FED-AID (1-800-433-3243). You may need the Data Retrieval Number (DRN) from your SAR.

- Select at least one college and up to 10 colleges by clicking on the box on the left side of the college(s) you'd like to select or "ADD MORE SCHOOLS"
- Be careful when selecting your colleges.
 Some college names are very similar and it's easy to get them confused.
- Costs vary by college type. State colleges and universities are generally the most affordable; private vocational/trade schools can be costly. Ask for help if needed to make selections.
- Be sure to list each UC or CSU campus to which you are applying for admission separately in this section.



- This page asks you to indicate your housing plans for each campus.
 Most four-year universities or colleges offer on-campus housing, but only a few community colleges in California offer on-campus housing.
- Do NOT select "With Parent" as your housing plan if you plan to live with a foster parent, relative caregiver or legal guardian. Instead, select "Off-Campus." This is crucial for getting all the money that is available to you to pay for your living expenses.
- Note that the order in which you list the colleges does not make a difference in California.



Dependency Status Section

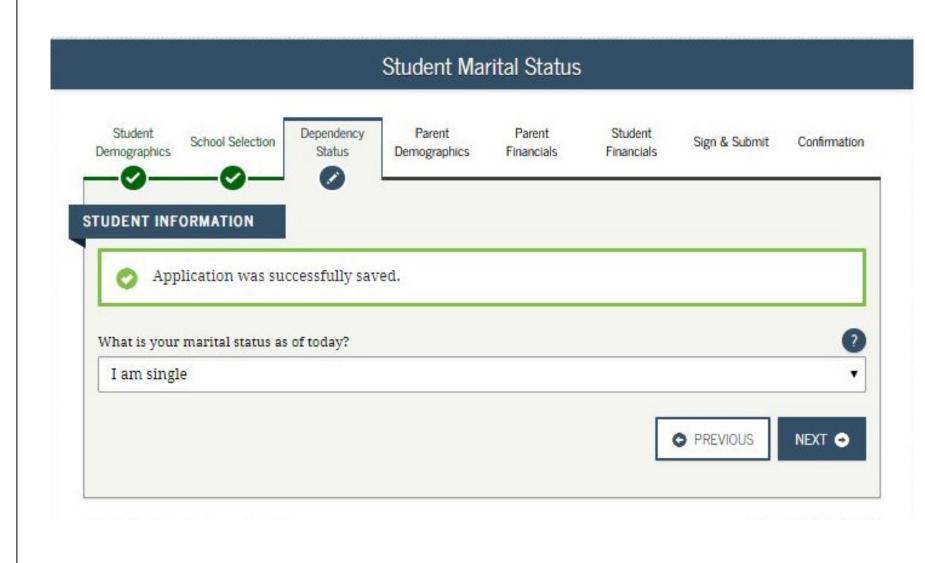
Dependency Determination

Dependency Determination

- Students who are determined to be independent do not need to provide information about parents.
- For independent students, eligibility for financial aid is based on the student's income only (and spouse if applicable)
- Students who will be 24 years old or older as of January 1 of the year for which they are applying for aid are automatically independent and will not be asked the questions in this section. (e.g. if you plan to start school in August 2021, will you be 24 or older as of January 1, 2021)

Marital Status: Your legal status is "single" if you are not married, even if you live with or have a boyfriend, girlfriend or significant other.

Married students are considered independent and will not have to fill out the Parent sections



This section is asking to determine if the student has any dependents. If you have dependents, you will be considered "independent" on the FAFSA and will not have to fill out the Parent sections and will automatically skip the questions on the next slide.

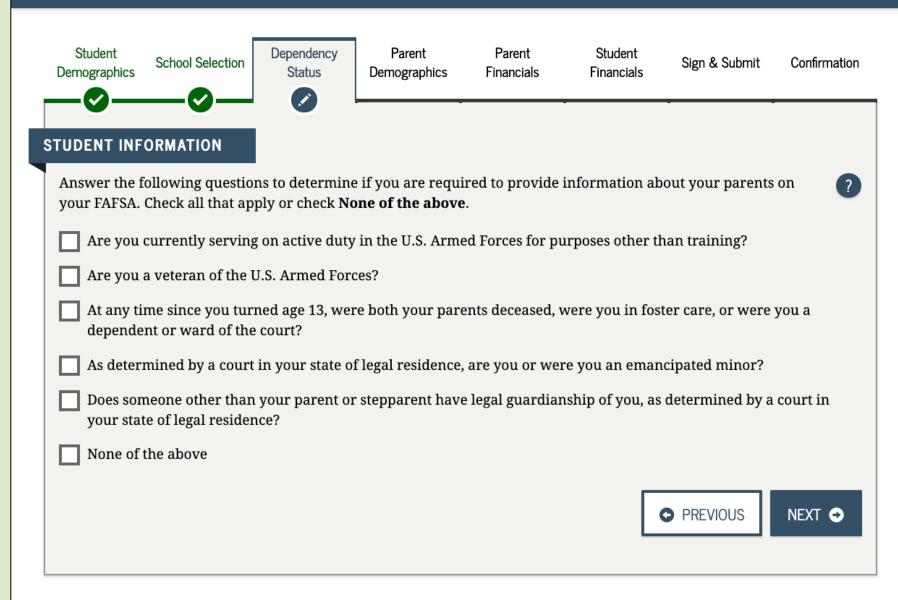
Does Student Have Dependents? Dependency Parent Parent Student Student School Selection Sign & Submit Confirmation Demographics Status Demographics Financials Financials STUDENT INFORMATION Do you now have or will you have children who will receive more than half of their support from you between July 1, 2021 and June 30, 2022?) No Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2022? () Yes PREVIOUS NEXT 👄 Download Adobe Reader Site Last Updated: Sunday, September 27, 2020

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If any of these are true for you, check the appropriate box. You will not be asked about homeless status as you will already have independent status.

Otherwise, select "none of the above."

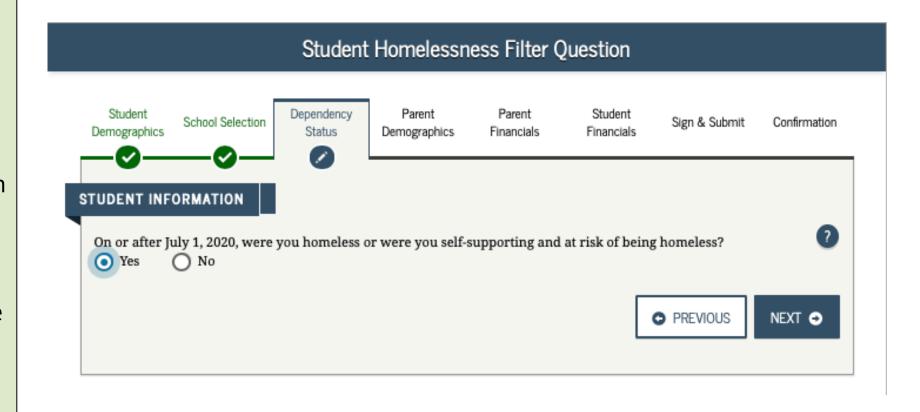
Student Additional Dependency Questions



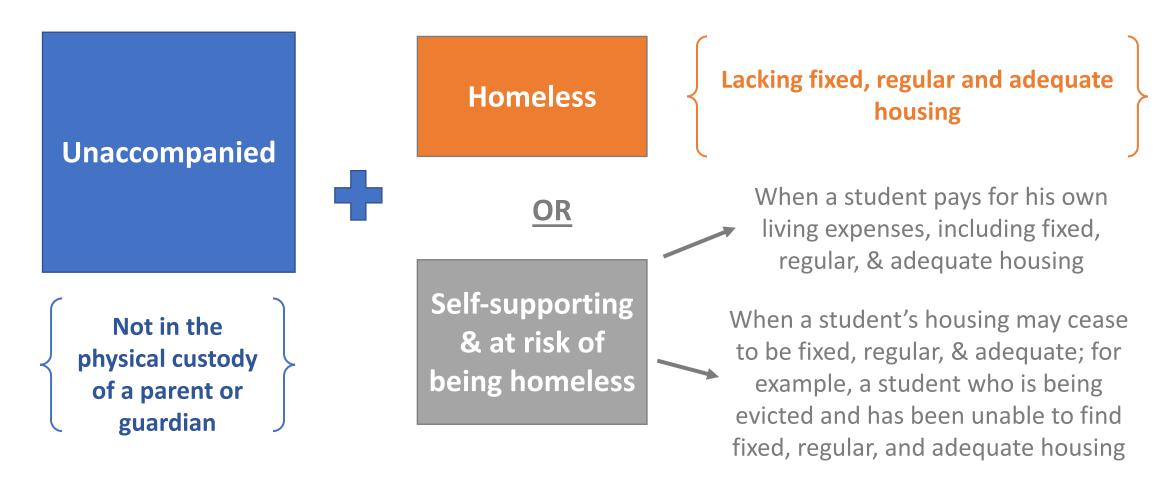
If you selected "none of the above," you will then be asked whether on or after July 1st of the year prior to the award year, you were homeless or self-supporting and at risk of being homeless.

Answering "yes" to this question will give the student "independent student status."

See the next two slides for more information about what living circumstances qualify a student to answer yes.



Definition of Homeless Youth



Note: A student living in any of these situations and fleeing an abusive parent may be considered homeless even if the parent would provide support and a place to live.

Who is included?

Lacking fixed, regular and adequate housing including students who

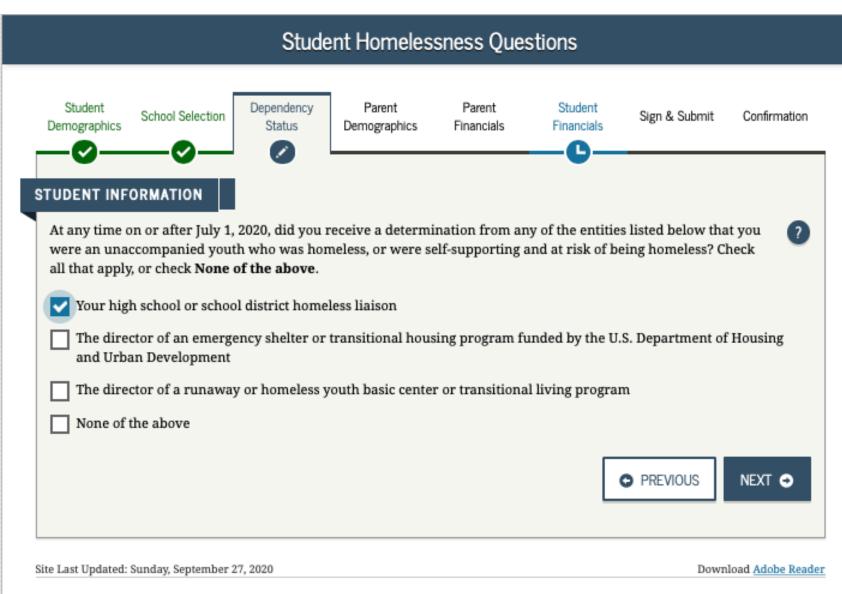
- (i) are staying with other people temporarily due to loss of housing, economic hardship, or a similar reason (i.e. couch-surfing)
- (ii) are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations
- (iii) are living in emergency shelters
- (iv) are living in their car, sleeping outside, or staying someplace not normally meant for human habitation.

If the student selected "yes," they will then be asked who will provide a homeless youth determination.

Students should try to get a determination letter from one of the three authorities listed.

Note: The listed individuals are permitted to continue to make determinations in <u>subsequent years</u> as long as the liaison has access to the information necessary to make such a determination

If the student cannot get a determination from any of the listed parties, select "None of the above" and go to page 57. They'll still have the opportunity to verify homeless status through their college's financial aid office.



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Template for Determination Letter



SchoolHouse Connection:

https://www.schoolhouseconnection.org/sample-form-letter-to-determine-the-independent-student-status-of-unaccompanied-homeless-youth/

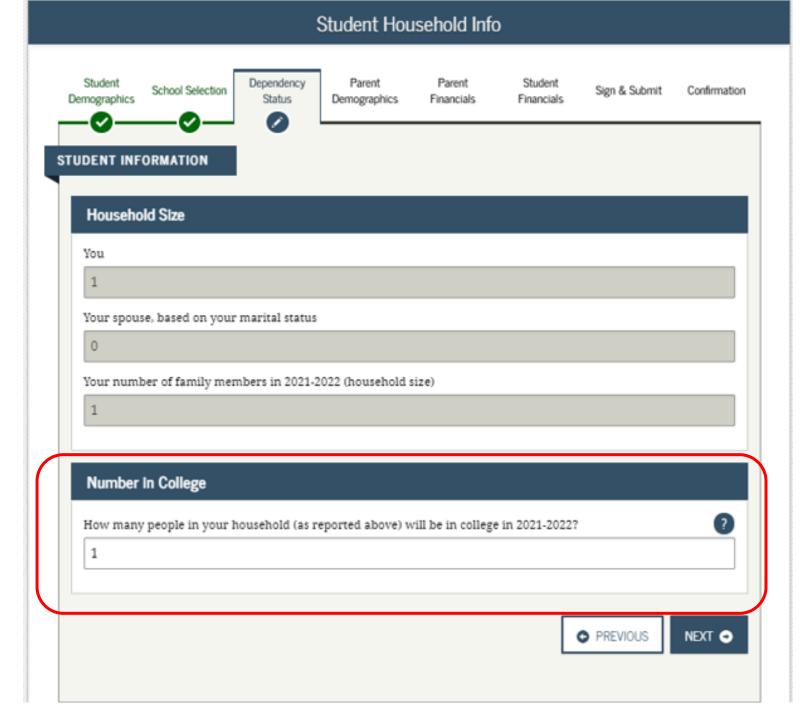
*Make sure to use the letter for the correct academic year

Household Size: The numbers for you, and if you indicated that you are married, your spouse, will automatically populate on this screen.

If you indicated in the dependency section that you have children, you must enter the number of children.

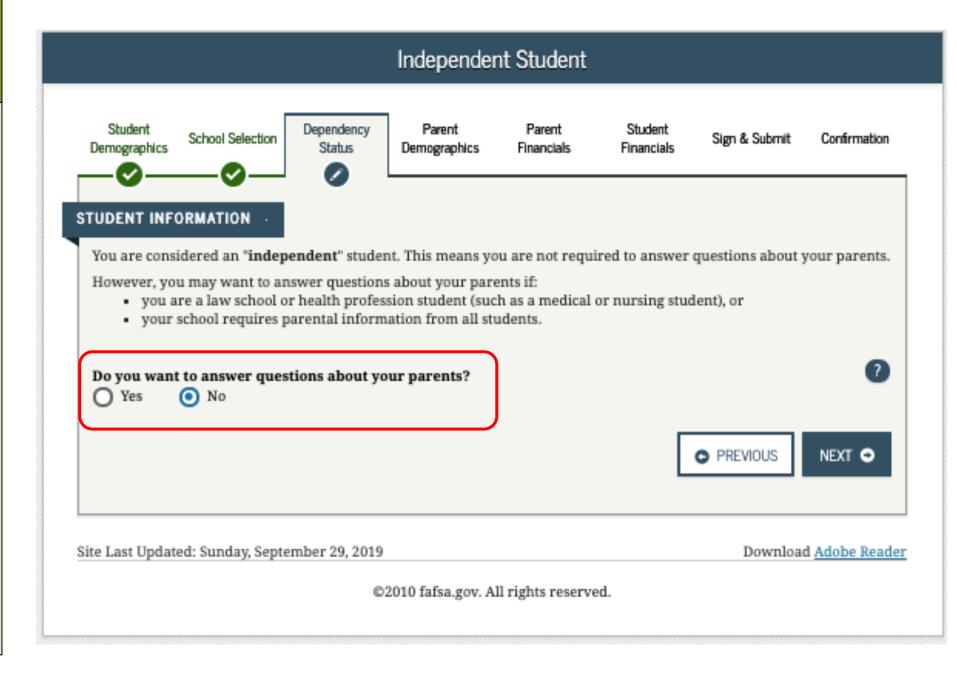
Your siblings, other relatives, family of origin, foster family, or others who live with you are not included in household size.

Number in College: Enter "1" for number in college unless you have a spouse who will also be attending college at least half-time.



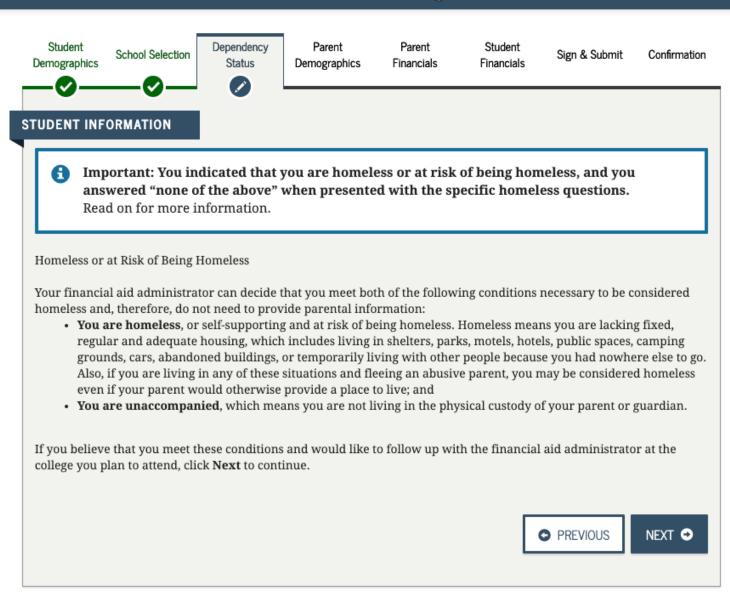
- -You are determined to be an Independent Student.
- -You can answer "No" to skip questions about your parents.
- -Answering "No" will not prevent you from getting financial aid.

Skip to page 61



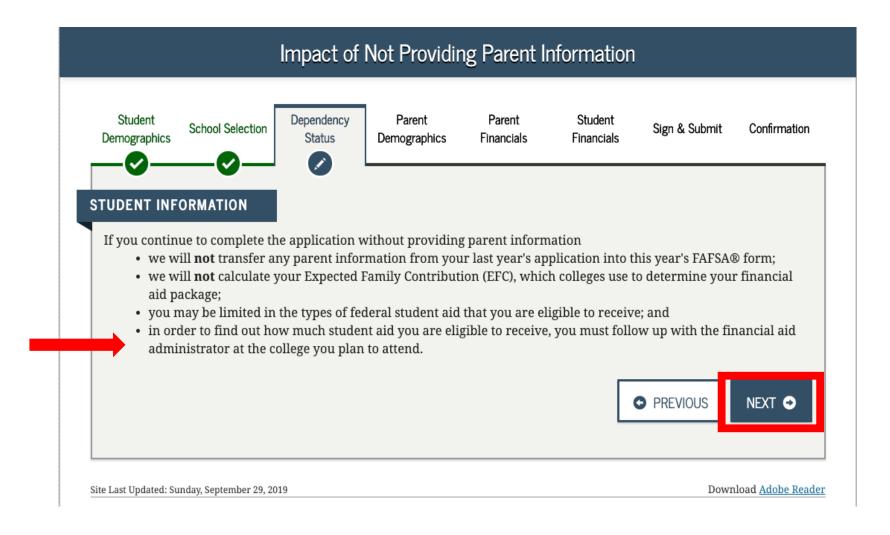
If you selected "none of the above," you will be instructed to go see your college Financial Aid Administrator (FAA) to determine whether you meet the definition of homeless or at risk of being homeless. Click "Next."

Homeless or at Risk of Being Homeless



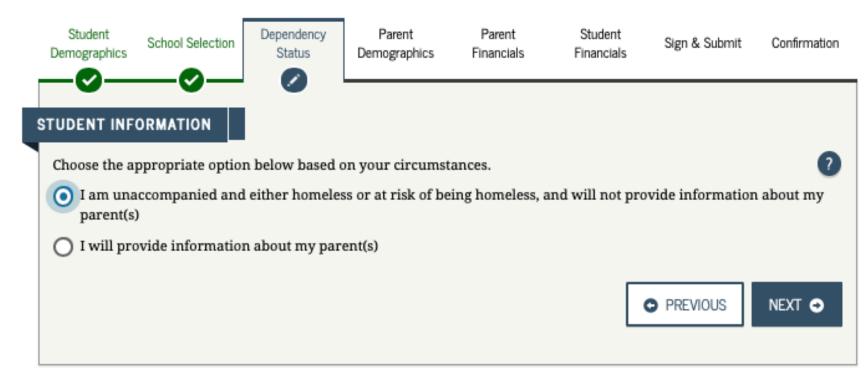
Your Expected Family
Contribution will not be
calculated until the FAA
makes the determination
that you meet the
homeless conditions and
are therefore not required
to provide parental
information.

You MUST follow up with the financial aid office to verify your homeless status for your aid to be processed.



You must verify that you will not be providing parental information.

Homeless or at Risk of Being Homeless Acknowledgement



Site Last Updated: Sunday, September 27, 2020

Download Adobe Reader

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Information Regarding Homeless Determinations

FAAs can get assistance with making the determination by contacting college access programs, social workers, etc.

If the FAA is making the determination & there is no written documentation available, the determination <u>may</u> be based on a documented interview with the student

If a student receives a determination from a local liaison, or RHYA-funded or HUD-funded shelter or transitional living program, the FAA <u>must</u> accept this determination

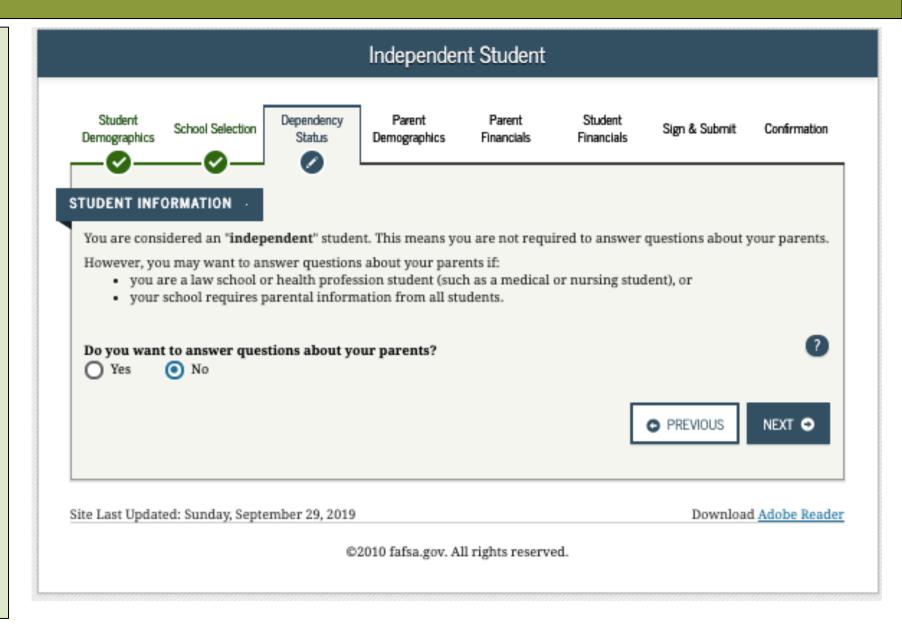
A student living in the school dormitory may still be considered an unaccompanied homeless youth if the student would be homeless otherwise

A new determination must be made each year for the FAFSA

Parent Demographics Section

FAFSA SECTION 4 & 5: PARENT DEMOGRAPHICS AND FINANCIALS

If you were determined to be "Independent" in the previous Dependency Status section, you will **not** be required to complete the Parent Demographics and Financials sections. You will automatically proceed to the next section and only need to provide financial information for yourself.



Student Financials Section

These instructions are for students with "Independent Status." Dependent students will need to also provide parent information.

Option a). If you select "Already Completed" IRS Income Tax Return

Option b). If you select "Will File" IRS Income Tax Return

Option c). If you select "Not Going to File" IRS Income Tax Return

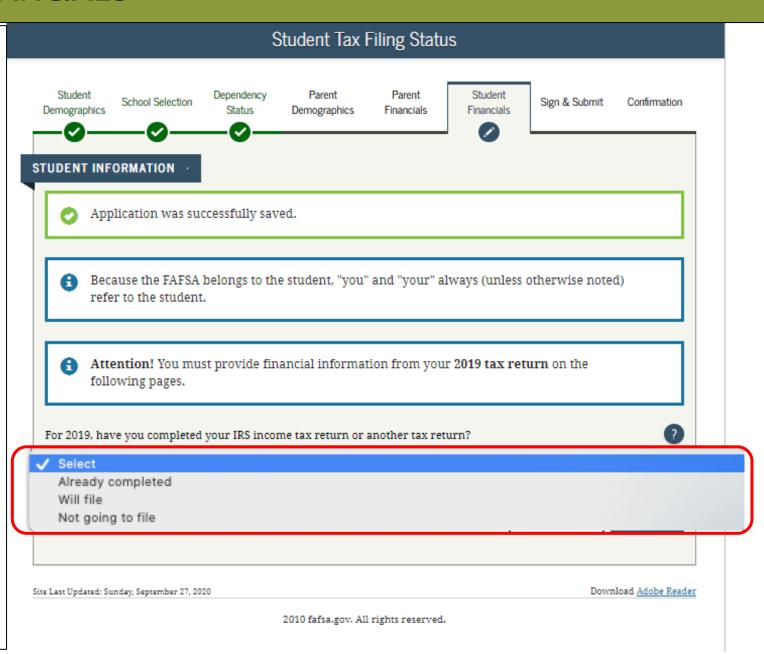
Pay careful attention to which year's income, tax and asset information you have to report in this section. FAFSA uses income and tax information from the "prior-prior" year.

Ex. The 2021/2022 FAFSA which is filled out between October 1, 2020 — March 2, 2021 will ask for 2019 tax & income information.

Any asset information is based on the date the FAFSA is filed.

You will be asked if you completed your IRS income tax return for the appropriate year. You must select one of three options:

- Already completed
- Will file
- Not going to



Option a). If you select "Already Completed" IRS Income Tax Return

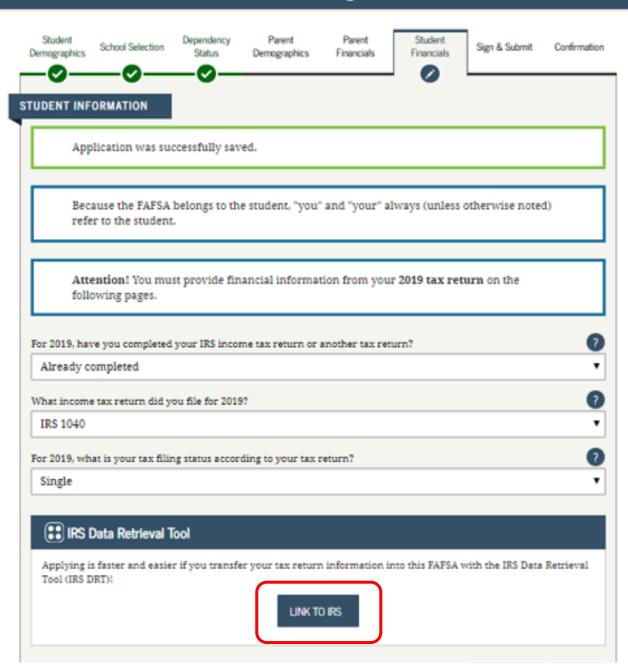
If you filed taxes for the requested year, select this option.

If you select "Already Completed":

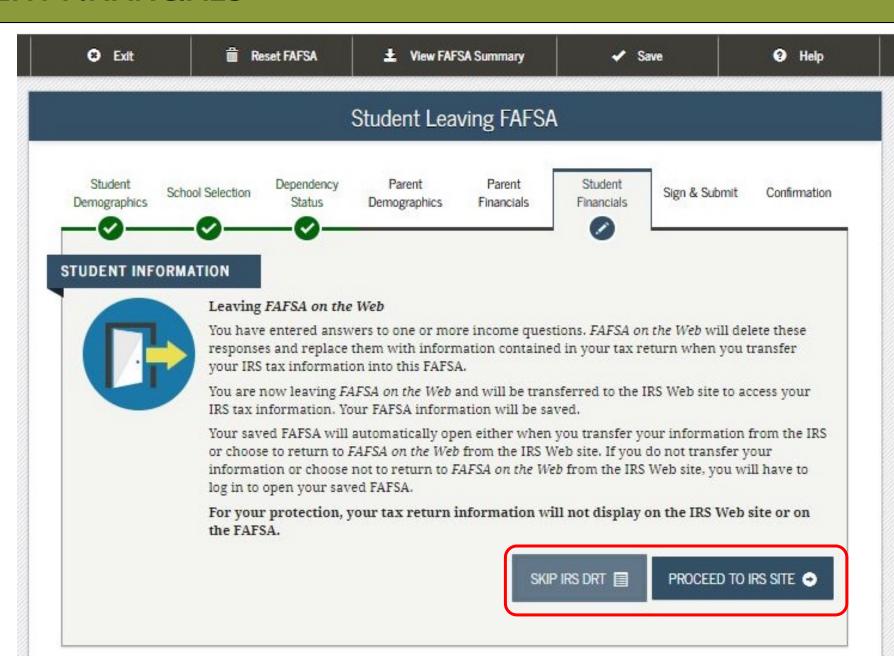
Select "Link to IRS" to transfer your federal income tax return information directly into the FAFSA from the IRS using their "Data Retrieval Tool" (DRT).

- To protect security of tax information, you will not be able to see the actual information that is being transmitted.
- If you have difficulty with the DRT or it's not working, you can manually enter the information from your federal income tax return.
- If you don't have a copy of your tax return, you can download a free transcript at irs.gov/ transcript or request a federal income tax return transcript by filing IRS Form 4506-T, which can be found at www.irs.gov/pub/irs-pdf/f4506t.pdf. If you see a reference to a \$50 fee, it means you have IRS Form 4506 instead of IRS Form 4506-T.

Student Tax Filing Status



- Leaving FAFSA on the Web will display when going to the IRS Web site.
- It will inform you that your IRS tax information will not display, for your protection.
- Click "PROCEED TO IRS SITE" or "SKIP IRS DRT" if you would like to enter the information manually.



Next, you will be taken to the IRS Data Retrieval Tool Site.

- A warning text appears as the IRS Data Retrieval Tool site is displayed.
- Click "OK"



Retrieval Tool, page 1:

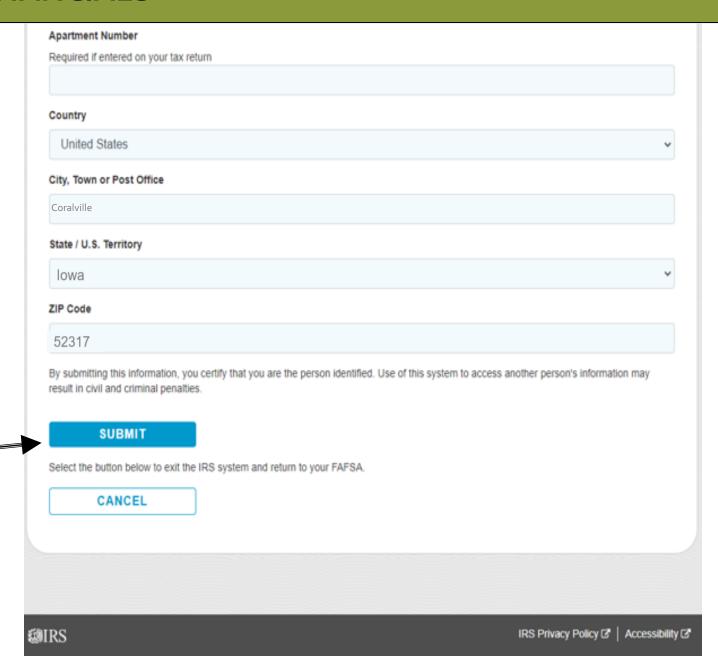
The fields at the top are pre-filled based on FAFSA responses. The Social Security Number cannot be updated.

Provide the address that matches your Federal Income Tax Return for the requested year.



IRS Data Retrieval Tool, page 1 continued:

Provide the address that matches your Federal Income Tax Return for the requested year, and click "Submit."



IRS Data Retrieval Tool, page 2:

Check the "Transfer My Tax Information..." box and click "Transfer Now" to carry this data back into your **FAFSA**

OR

Check the "Do Not Transfer..." box and click "Do Not Transfer" to discontinue use of the IRS DRT

You are again notified on this page that the information will not display on the IRS page or on the fafsa.ed.gov site.



Based on the information you provided, the Internal Revenue Service (IRS) located your income tax return. With your permission below, the IRS will securely transfer your tax information to the U.S. Department of Education (ED) to populate any applicable FAFSA®

For your protection, the IRS will not display your tax information and will further encrypt any tax information transferred using the IRS DRT; therefore, ED is unable to display your tax information on your FAFSA form.

The data retrieved from your tax return is limited to the items listed below as you reported to the IRS

Tax Year Type of Return Filed Untaxed Portion of IRA Distributions & Pensions/Annuities

Adjusted Gross Income

Social Security Number Income Earned from Work

Filing Status Income Tax

IRS Exemptions Education Credits Tax-exempt Interest Income IRA Deductions and Payments

Status of Amended Returns Received

Schedule 1 Evaluation

Refer to your tax records if you have a question about the values you reported.

Transfer My Tax Information into the FAFSA Form ?

The tax information provided to fafsa.gov will populate the answers to the appropriate FAFSA questions. After the FAFSA questions are populated. your IRS session will end, and you will return to your FAFSA form. Check this box if you are choosing to transfer your information.

Do Not Transfer My Tax Information and Return to the FAFSA Form (?)

By clicking the "Do Not Transfer" button, you are choosing not to transfer your tax information electronically. Your IRS session will end, and you will return to your FAFSA form.

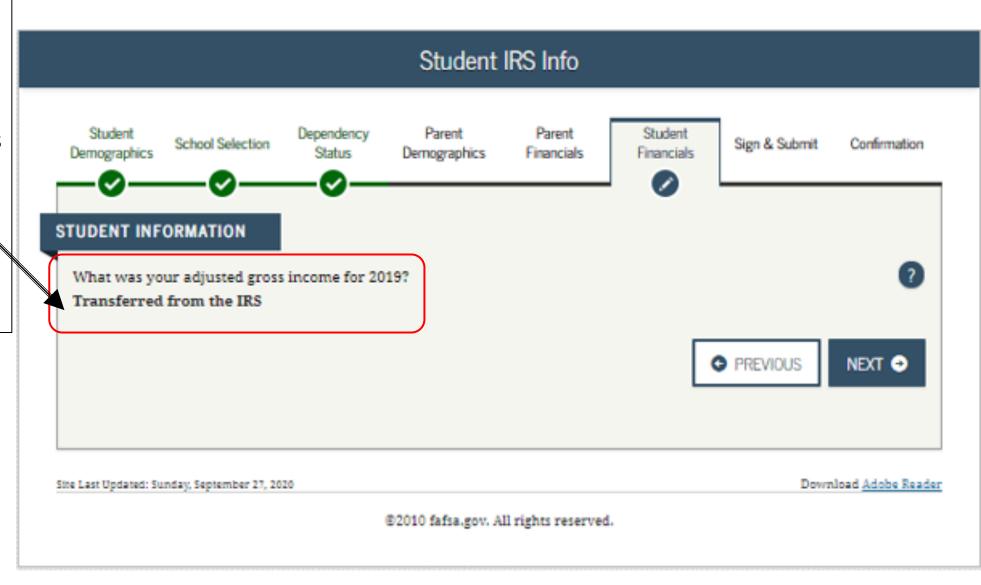
TRANSFER NOW

DO NOT TRANSFER

"Student Information" page.

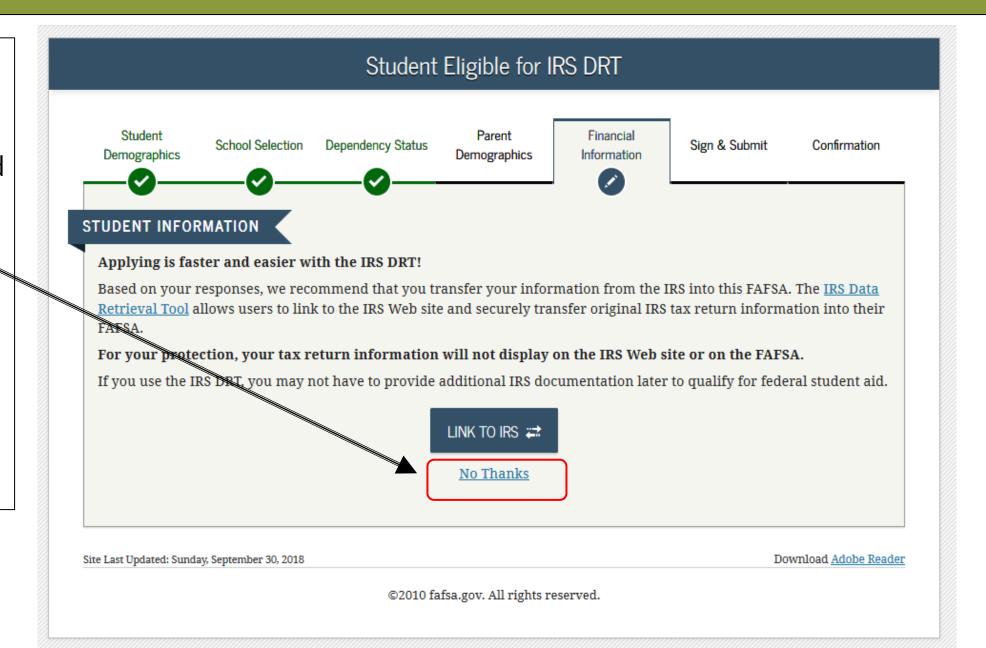
After the data has been transferred it will show as "Transferred from the IRS" in *each* field.

This data cannot be changed or viewed.



"Student Financial Information" page.

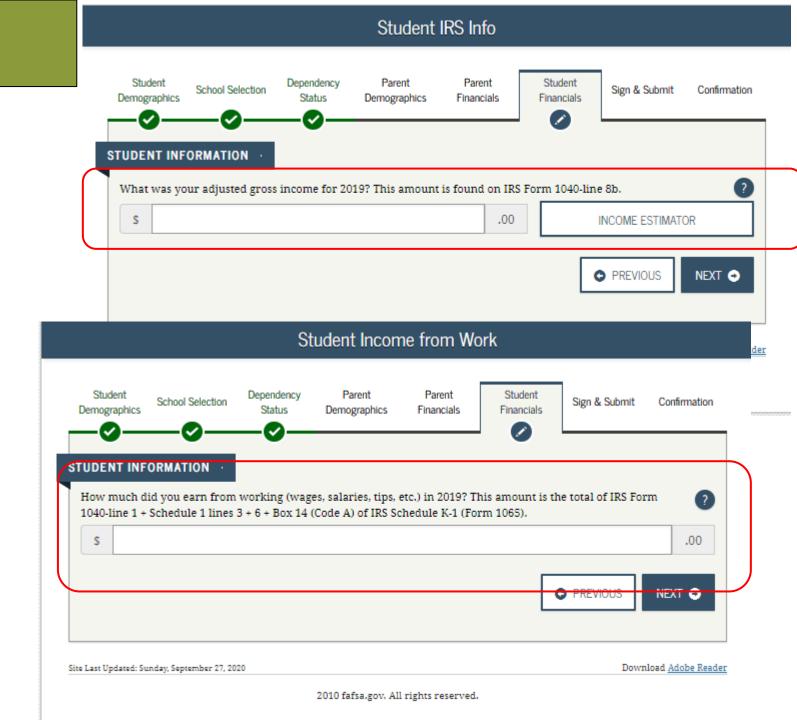
If the student clicked on "No Thanks" for using the IRS Data Retrieval Tool, then they will be asked questions about income and tax information from their federal income tax return.



Student IRS Info and Income from Work

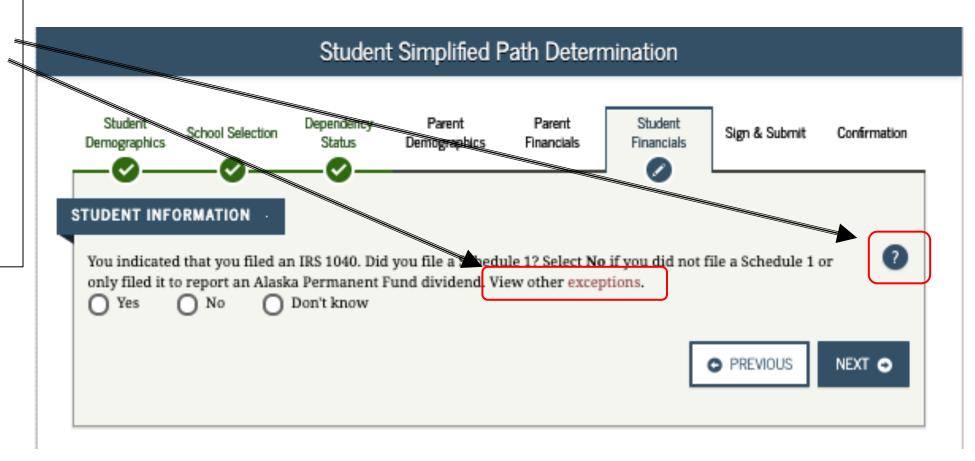
Enter adjusted gross income, and how much was earned from working.

Tip: The FAFSA tells you on what line of your tax return you can find the requested information.



Student Simplified Path Determination:

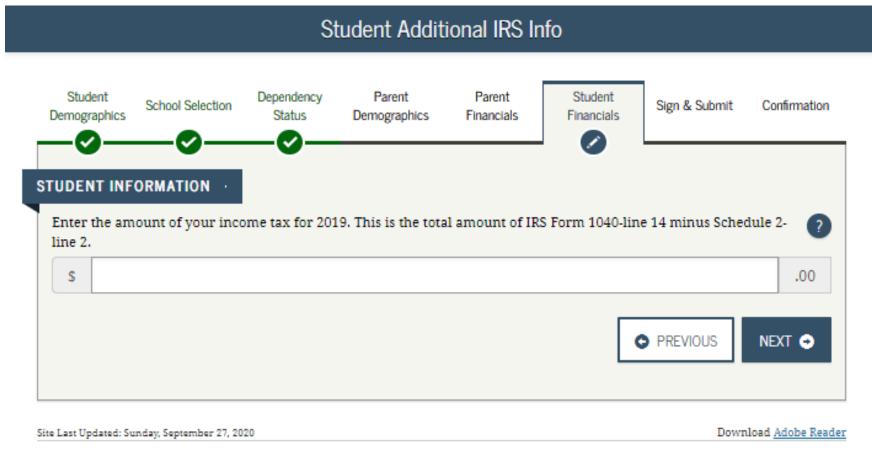
If you filed an IRS 1040, you will be asked if you filed a "Schedule 1." Click to learn more information



Student Additional IRS Info

You will then need to provide the amount of your income tax.

Remember that the instructions tell you what line to find this information on from your tax return.



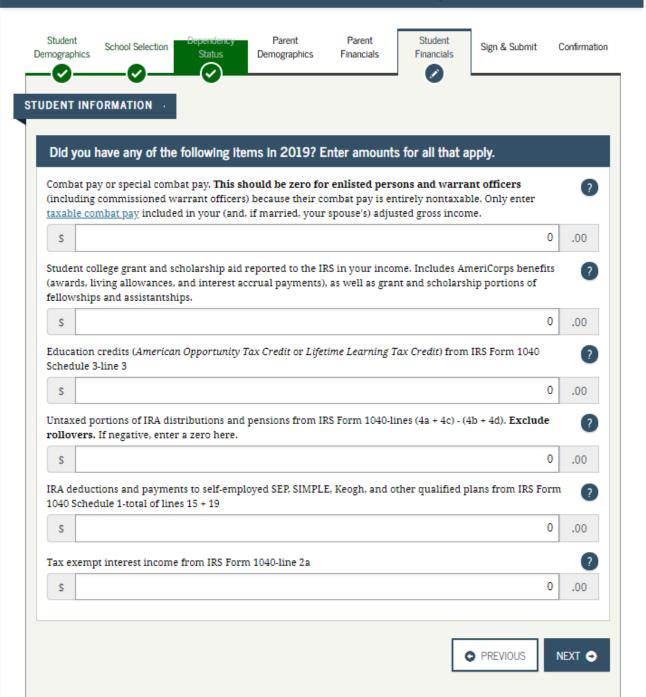
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Student Questions for Tax Filers Only

Based on the answers to the previous questions, you may be asked if you would like to skip the remaining questions about your income and assets. There is no penalty for choosing yes and skipping the remaining questions.

Otherwise, the student will be asked about various other forms of income.

Student Questions for Tax Filers Only

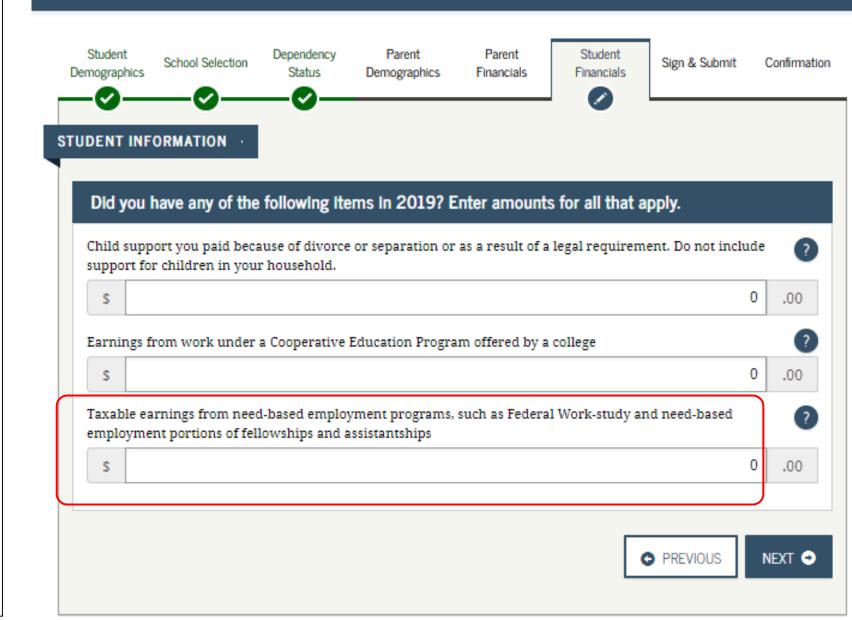


Student Additional Financial Info

If you received federal work-study, you must enter the information twice in the FAFSA so that it is <u>subtracted</u> when determining your total income. First, include the amount in the total provided when asked "How much did you earn from working?" and then in this section.

Also provide the amount in Additional Financial Info Section that says, "Taxable earnings from needbased employment programs, such as Federal Work-Study and needbased employment portions of fellowships and assistantships"

Student Additional Financial Info

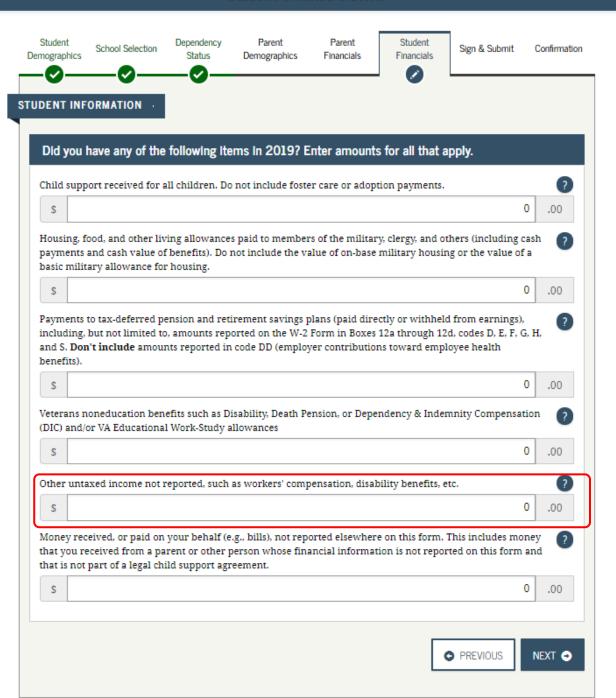


Student Untaxed Income

You DO NOT have to report the following information as income earned from working or as "Untaxed Income":

- → Extended Foster Care (AB 12) benefits—including Supervised Independent Living Placement (SILP) payments or payment from a THP-NMD program. Even if your SILP payment is sent directly to you, you DO NOT need to report this as income. This also includes the infant supplement.
- → Welfare (CalWORKs) payments
- → Untaxed Social Security benefits
- \rightarrow Supplemental Security Income (SSI) do not confuse with Social Security Disability Insurance (SSDI)
- *There are other less common types of untaxed income that do not need to be reported. Check the "Help" page for "Other Untaxed Income" to see the complete list.

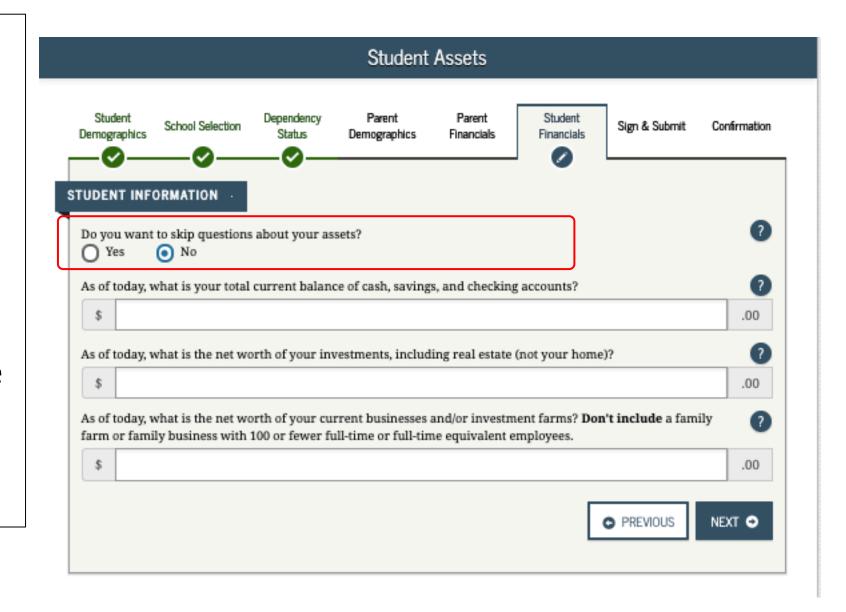
Student Untaxed Income



Student Assets:

If asked, click "Yes" to skip questions about your assets. It is not required.

If your income is over a certain threshold, you will instead be asked to provide information about your assets such as savings or investment accounts.



Option b). If you select "Will File" IRS Income Tax Return

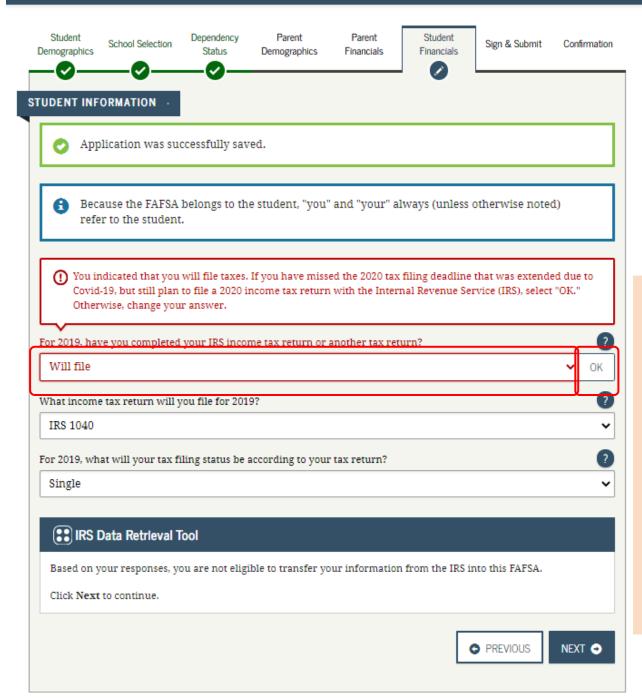
Very few people will need to select this option. If you were required to file taxes, but missed the deadline, select this option.

If you select "Will file" a tax return, indicate what your filing status will be when you do file.

A message will appear to confirm that you have missed the deadline to file taxes, but still plan to file an income tax return.

Click "OK" if this is true.

Student Tax Filing Status





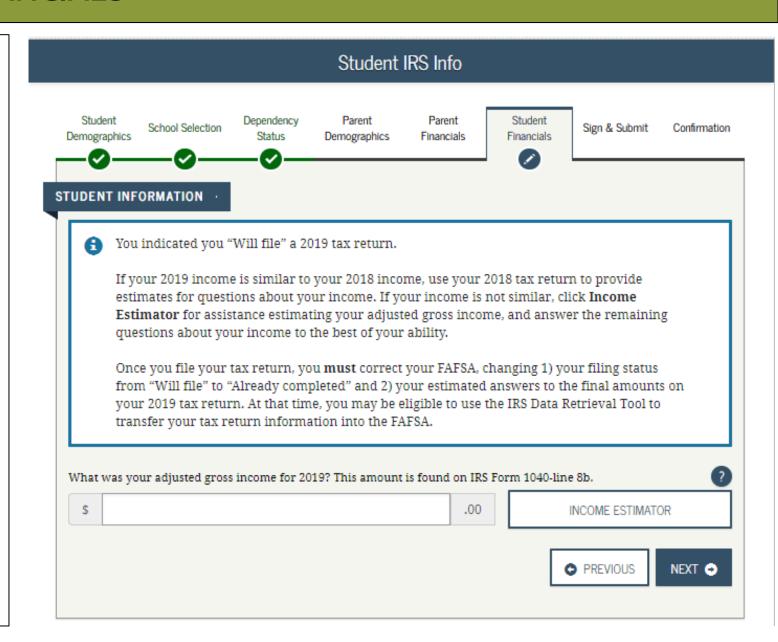
Remember: If a student selects "Will File" they must update their FAFSA once they have filed their federal income tax return.

Student IRS Info

Either use the prior year's taxes if the information is similar to provide estimates or click "Income Estimator" for assistance estimating the adjusted gross income.

<u>Gross income</u> = total income paid to you before any deductions or taxes were taken out.

***To view the additional financial information screens that follow, see pages 73-80. .



Option c). If you select "Not Going to File" IRS Income Tax Return

If you did not have to file taxes, select this option. You will still be asked questions about any income you may have earned or received.

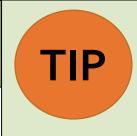
Select "Not going to file" if you did not work or did not make enough money that requires you to file taxes for the requested year.

You may be required to submit a

Verification of Non-Filing Letter to

the IRS. However, recent guidance
from DOE dated July 9th allows
students to waive this requirement and
sign an affidavit (letter) stating that
they did not file taxes. Students should
consult with their financial aid office for
assistance.

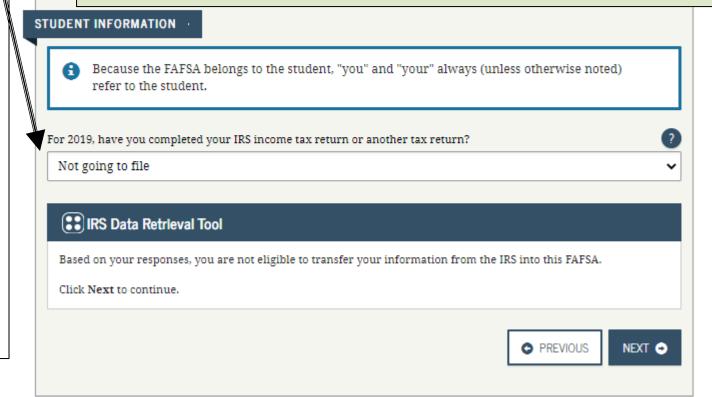
For more information about this form visit: http://www.jbay.org/irs-vnf/



Unsure if you made enough money to file taxes? Each year the income requirement is different.

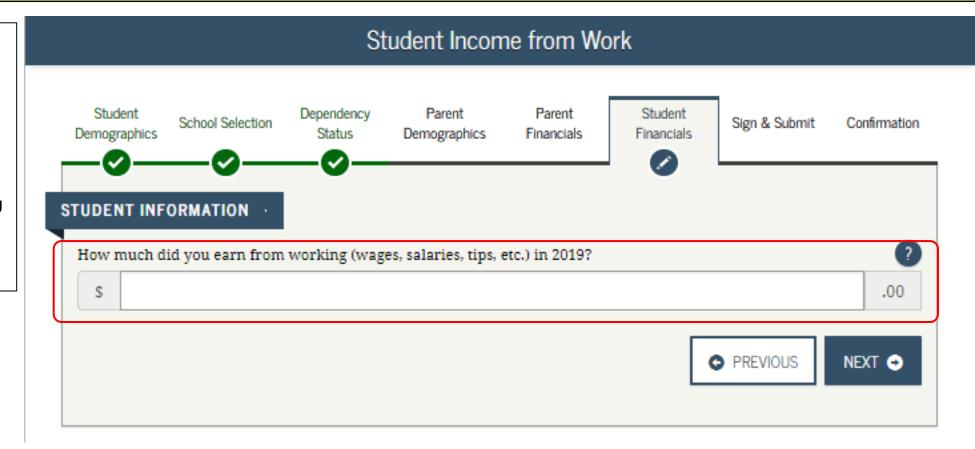
Ex. In 2019, if you were single, under 65 and your gross earned income was at least \$12,200, then you needed to file a tax return.

<u>Gross income</u> = total income paid to you before any deductions or taxes were taken out.



Student Income from Work

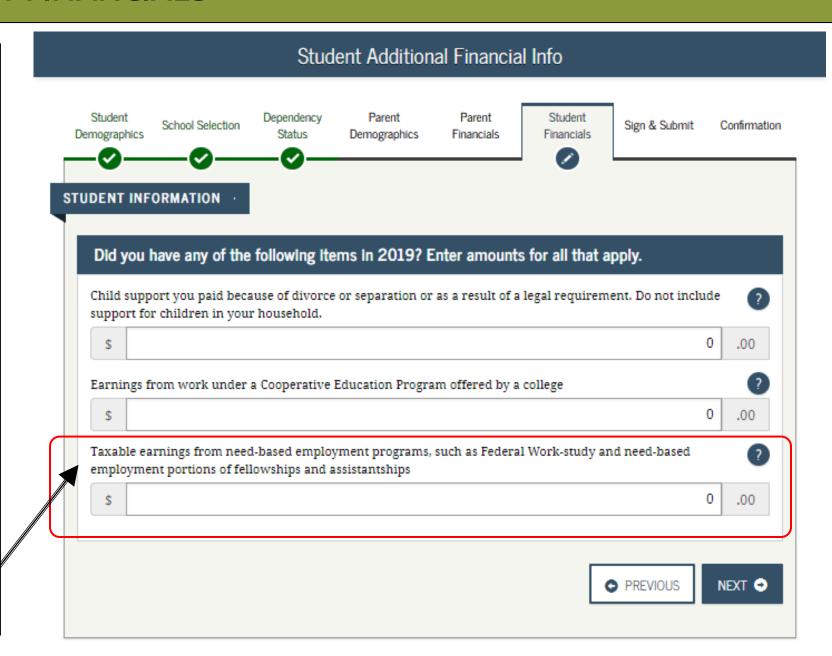
You will be asked to report how much money you made from **working**. If you did not work, enter zero.



Additional Financial Info

If you received federal work-study, you must enter the information twice in the FAFSA so that it is subtracted when determining your total income. First, include the amount in the total provided when asked "How much did you earn from working?"

Also provide the amount in Additional Financial Info Section that says, "Taxable earnings from need-based employment programs, such as Federal Work-Study and need-based employment portions of fellowships and assistantships"

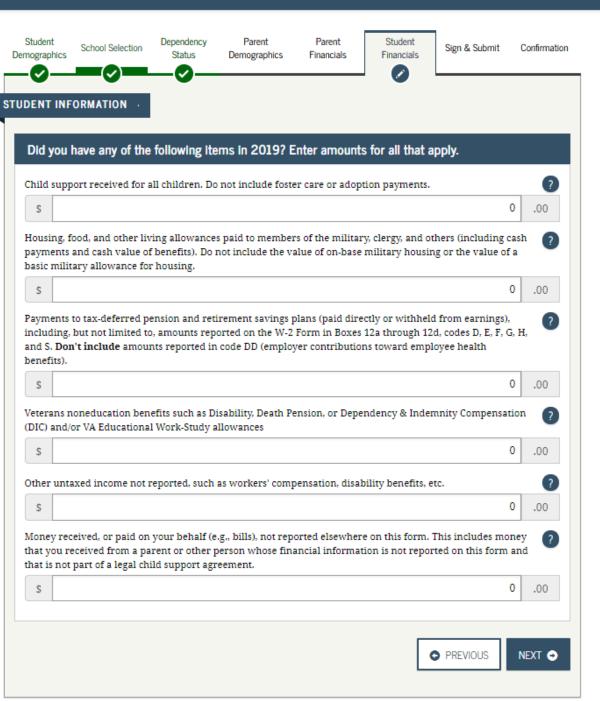


Student Untaxed Income

You DO NOT have to report the following information as income earned from working, or as "Untaxed Income":

- → Extended Foster Care (AB 12) benefits—including SILP payments or payment from a THP-Plus FC program (even if your SILP payment is sent directly to you). This also includes the infant supplement.
- → Welfare (CalWORKs) payments
- → Untaxed Social Security benefits
- → Supplemental Security Income (SSI) do not confuse with Social Security Disability Insurance (SSDI)
- *There are other less common types of untaxed income that do not need to be reported. Check the "Help" page for "Other Untaxed Income" to see the complete list.

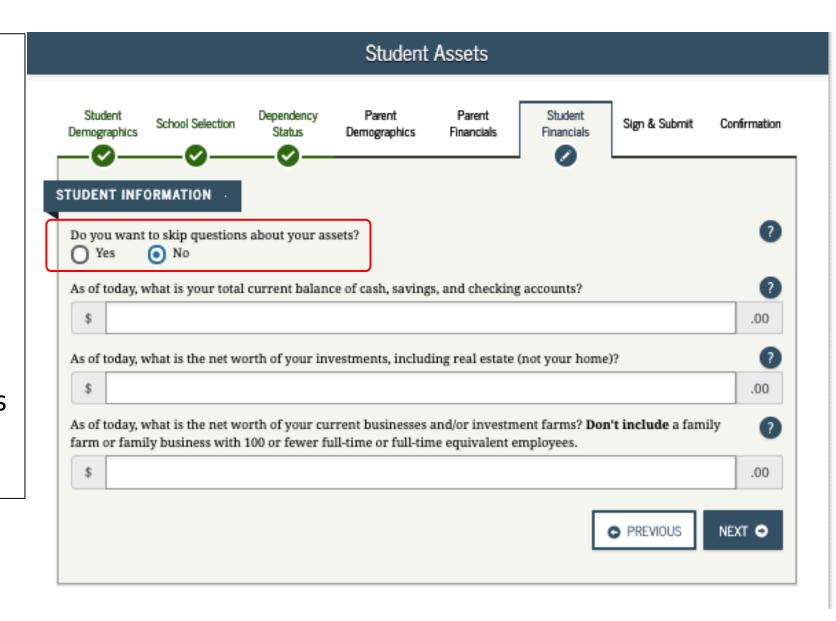
Student Untaxed Income



Student Assets:

If asked, click "Yes" to skip questions about your assets. It is not required.

If your income is over a certain threshold, you will instead be asked to provide information about your assets such as savings or investment accounts.



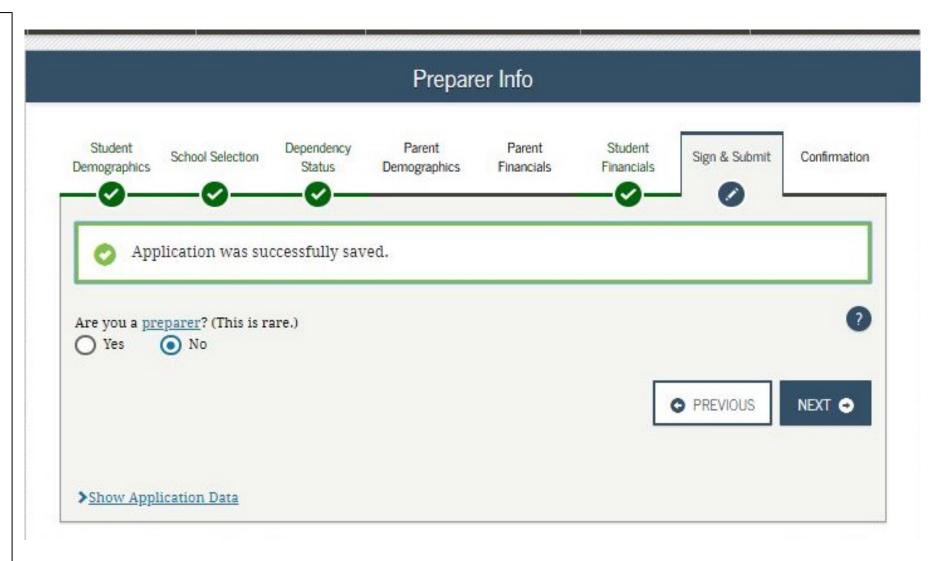
Sign & Submit Section

The final section of the FAFSA!

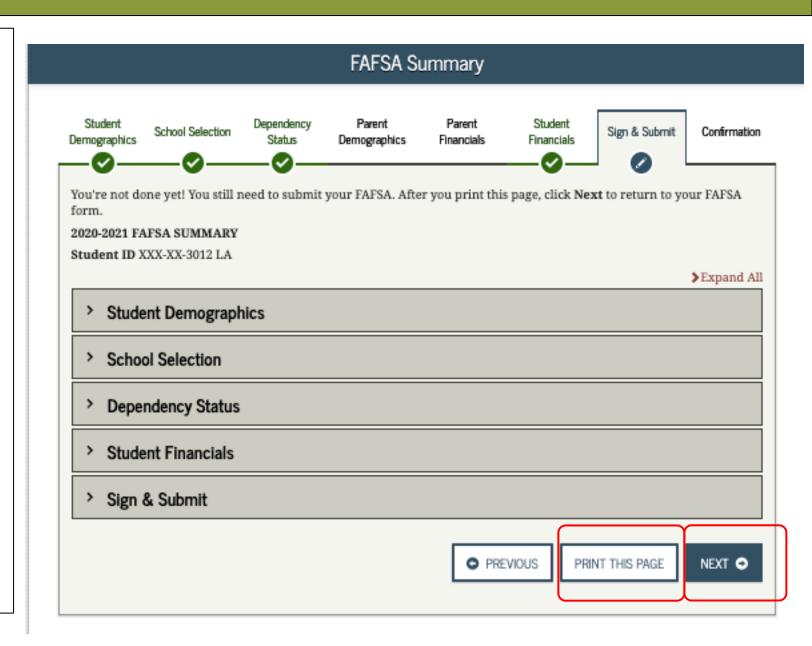
Preparer Info:

Are you a preparer? (This is rare)

Select "No" even if an adult or mentor is assisting you in completing the application. They are not considered "preparers."

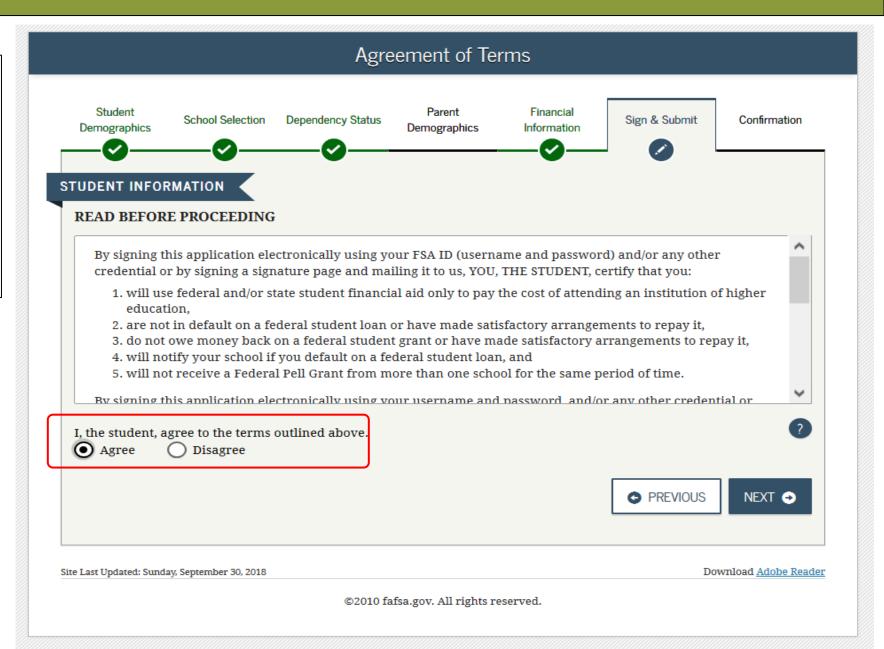


- "Expand All" to review all the information from the application. Print, read and check the information on this screen. It is a summary of the information you provided on the FAFSA.
- You can print a copy for your records by clicking "PRINT THIS PAGE".
- If everything is ok, move on to the next page.



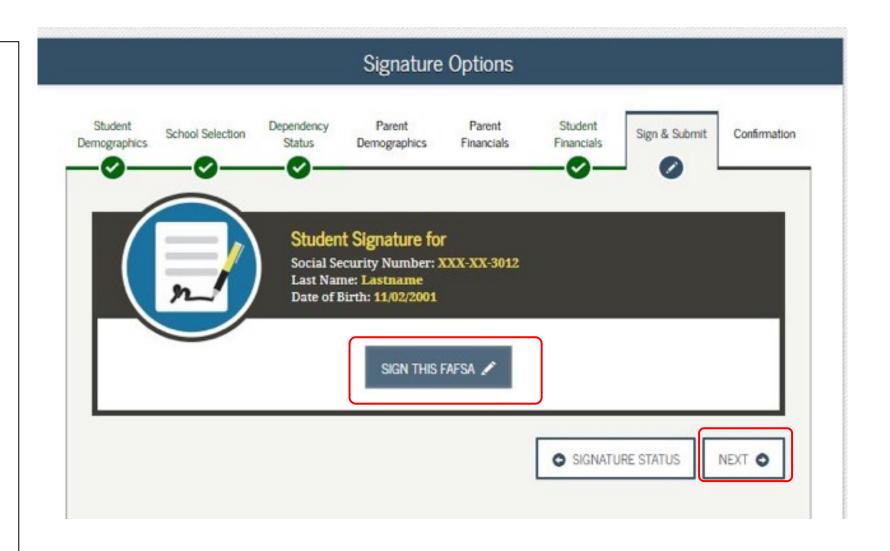
Agreement of Terms

Read and check the box indicating agreement with the signing statement and move onto the next page.



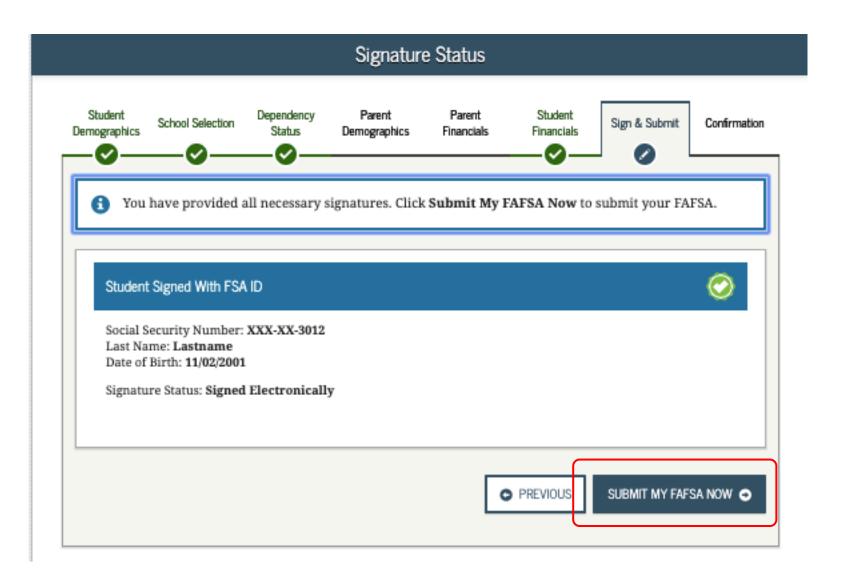
Signature Options

- Click "SIGNTHIS FAFSA" and then "NEXT"
- Since you entered your FSA ID to login to the FAFSA, you don't have to enter it again.



Signature Status

 Click "SUBMIT MY FAFSA NOW"



- This is your Confirmation Page to show that your FAFSA is submitted! It provides your confirmation number and Data Release Number (DRN), should there be any issues.
- If possible, print and save a copy of this page for your records.
- A copy will be sent via email.
- You'll be notified in 3-5 days that it was processed.
- If you need to make any changes, you must wait until you receive your Student Aid Report (SAR). This may take a few days to a few weeks after filing your FAFSA.



Confirmation Number: F 11210582707 10/14/2019 11:52:47

Data Release Number (DRN):9999

What Happens Next

- You will receive an e-mail version of this page.
- In 3-5 business days, you will receive an e-mail notifying you that your FAFSA was processed.
- Your FAFSA information will be made available to your school(s), and they will use it to determine the aid
 you may be eligible to receive.
- Your school(s) will contact you if they need more information or when they are ready to discuss your financial aid award.
- If you have questions about your financial aid package, contact your school(s).

An abbreviated version of your confirmation page has been sent to you at the e-mail address: newuser@fafsademo.com



>Expand All

- > Estimated Expected Family Contribution (EFC) = 999999
- > IRS Information
- > Foster Care Information
- School(s) on your FAFSA:

School Name	Graduation Rate	Retention Rate	<u>Transfer</u> <u>Rate</u>	Additional Information from <u>College Scorecard</u>
PASADENA CITY COLLEGE	35%	76%	8%	NA

Free Help Completing the FAFSA

- Schoolhouse Connection: Resources for homeless students https://www.schoolhouseconnection.org/fafsa/
- Live Help built into FAFSA on the Web
- U.S. Department of Education's toll-free hotline:
 - 1-800-4-FED-AID (1-800-433-3243) or 1-334-523-2691
 - TTY (hearing impaired): 1-800-730-8913
- FSA ID problems: 1-800-557-7394
- Email the U.S. Department of Education at: FederalStudentAidCustomerService@ed.gov

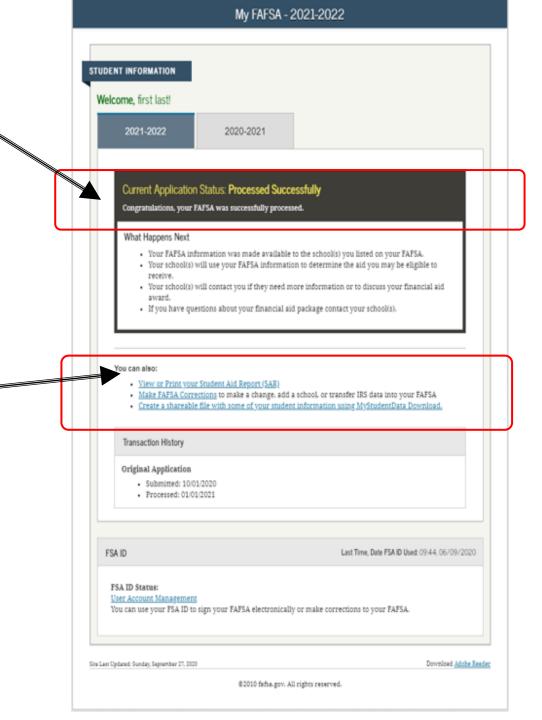
After the FAFSA

Once your FAFSA is processed (within a few days), it will be indicated when you log back into the FAFSA.

You can make a correction by choosing "Make FAFSA Corrections," or click to "View or Print your Student Aid Report (SAR)."

If you choose "Make FAFSA Corrections," you will be taken to a page asking for your FSA ID Username, FSA ID Password and Save Key.

Choosing "View or Print your Student Aid Report" will take you to a page asking for your FSA ID Username & FSA ID password. From there, you'll be able to view your SAR.



Student Aid Report

If you click "View or Print your Student Aid Report (SAR)", you'll see this page.

The SAR summarizes the information provided on the FAFSA. It includes the Data Release Number (DRN) and Expected Family Contribution (EFC). In this example, the EFC is "0000000" (or "0") which means they will likely qualify for more aid.

The SAR is not your award letter, but an estimate of what you MAY be eligible for.

It may take a few days or weeks to receive your SAR.

It will include info if you've been selected for additional verification.

At bottom of page, students can "PRINT THIS PAGE or "VIEW STUDENT AID REPORT (PDF)"

Processed Information

Federal Student Aid

FAFSA.gov

2020-2021 Electronic Student Aid Report (SAR)

The SAR summarizes the information you submitted on your 2020-2021 Free Application for Federal Student Aid (FAFSA).

Application Receipt Date: 10/01/2019 XXX-XX-0002 DE 03

Processed Date: 08/09/2019 EFC: 0 • DRN: 4877

> Comments About Your Information

Learn about federal tax benefits for education, including the American Opportunity Tax Credit (AOTC).

Based on the information we have on record for you, your EFC is 0. You may be eligible to receive a Federal Pell Grant and other federal student aid. Your school will use your EFC to determine your financial aid eligibility for federal grants, loans, and work-study, and possible funding from your state and school.

Your FAFSA has been selected for a review process called verification. Your school has the authority to request copies of certain financial documents from you (and your spouse).

WHAT YOU MUST DO NOW (Use the checklist below to make sure that all of your issues are resolved.)

The National Student Loan Data System (NSLDS) indicates you have one or more student loans in a status associated with identity theft. Before you can receive additional federal student loans, you must contact the financial aid office at your school.

If you need to make corrections to your information, click 'Make FAFSA Corrections' on the 'My FAFSA' page using your FSA ID. If you need additional help with your SAR, contact your school's financial aid office or click the 'Help' icon on the FAFSA home page. If your mailing address or e-mail address changes, you can make the correction online.

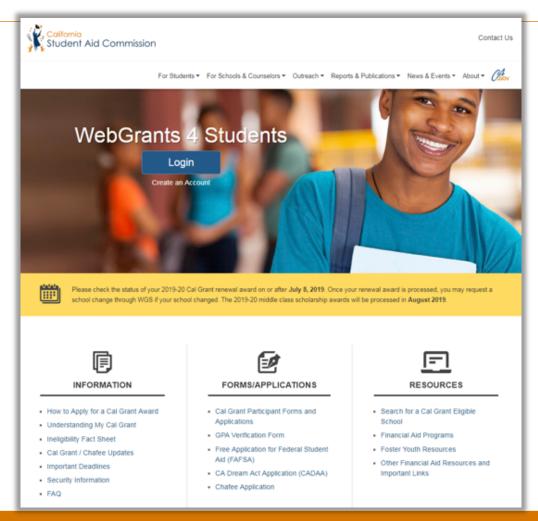
Based on your EFC of 0, you may be eligible to receive a Federal Pell Grant of up to \$6,195 for the 2020-2021 school year provided you have not met or exceeded the lifetime limit established for the Federal Pell Grant program.

Set Up a WebGrants account

Create this to view the status of your FAFSA/CADAA & Chafee Grant

WebGrants 4 Students: mygrantinfo.csac.ca.gov

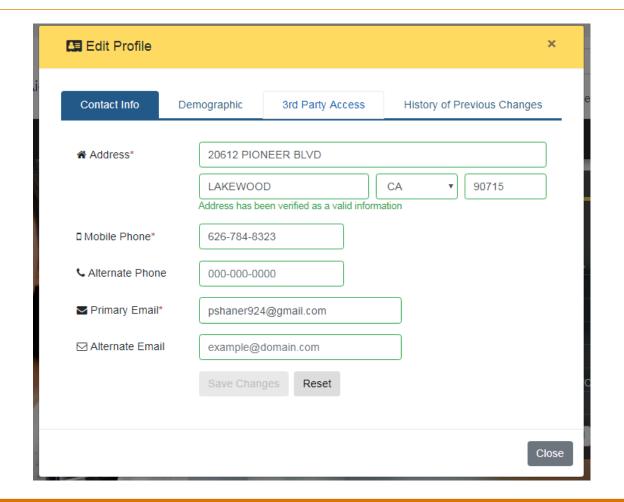
- Students will need to wait to create a Webgrants account until their FAFSA or CADAA is processed. It can take 1-2 weeks for the FAFSA to process and link to WebGrants.
- If there are any issues, they should contact CSAC:
- (888) 224-7268 or studentsupport@csac.ca.gov



Edit Profile – Contact Info

TIP: Make sure your contact information is up to date so CSAC can reach you.

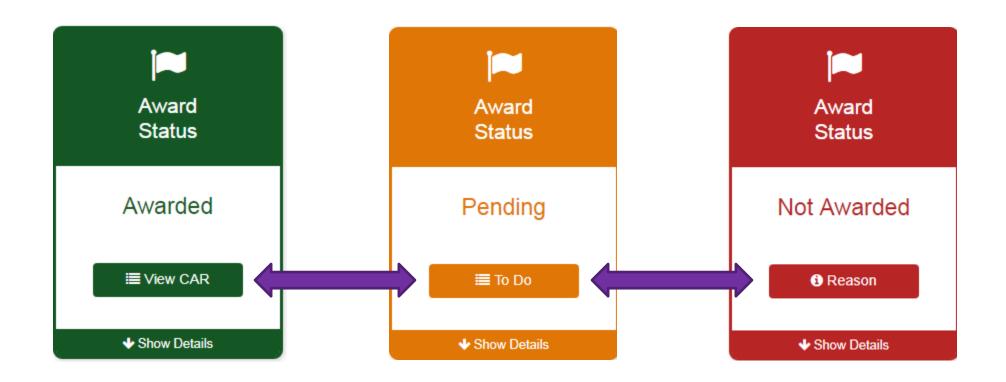
Here is the screen where you can edit contact information. As a future enhancement, CSAC will be adding an indicator to show that the address has been verified as valid.





Cal Grant Award Status

Possible Award Status Cards



Making education beyond high school financially accessible to all Californians.



Application Status(2018-2019) Award Status											
								Awards Status		Award Cycle Type 1	
Application Information 1											
Application Type:		Number of Household Member(s) in College:	Number of Household Member(s) in College:								
Date of First Submission: Total Household Income: Total Net Worth/Assets:		Expected Family Contribution (EFC): \$0									
		Dependency Status: Marital Status:									
						Household Size:		How to Update incorrect Information			
GPA (1)											
		Submitted by: CITY COLLEGE OF SAN FRANCISCO									
GPA: 2.72											

Making education beyond high school financially accessible to all Californians.

