

## Financial Aid Night How to Get Prepared & What to Expect

Dear Families,

We are looking forward to seeing you at our next Financial Aid Night Workshop. We created a quick go-to guide to help you prepare to have a successful financial aid application review with us. The review process can be a lengthy process, so in order to get the most out of our time together please read below to find out what happens on Financial Aid Night, what you will need to bring and what you should have prepared beforehand.

College & Career Team

### **What should you bring to Financial Aid Night?**

- Parent FSA ID & password
- Student FSA ID & password
- Filled out FAFSA
- Filled out CSS Profile
- Credit/debit card for CSS Profile payments (if needed)
- Charged student laptop

**\*\*Any materials needed to complete the FAFSA and CSS Profile in case something comes up in review**

### Support Resources

1. **Submit your financial documents to [the document upload form](#)** (or bring to your financial aid application review appointment)
  - Copy of your 2021 taxes & w2(s)
    - Post-secondary programs' financial processes are based upon tax return information, so having a copy will help your counselor to be informed and provide the best guidance to you and your family. We will keep this information confidential and secure.
  - If you prefer to send these documents via email, you can send them as an attachment to your counselor
  - If you prefer to drop paper copies off at the HS, please email Dean Sheppard [attallahsheppard@achievementfirst.org](mailto:attallahsheppard@achievementfirst.org) to coordinate a drop off day and time
2. **Create an FSA ID for student and parent**
  - a. <How-to-create a FSA ID video [LINK HERE](#)>
3. **Enter information into the online 23-23 FAFSA form**
  - a. 23-24 FAFSA Web Application Resource <[CLICK HERE](#)>
  - b. 23-24 online FAFSA form <[CLICK HERE](#)>
4. **Enter information into the online CSS Profile form via College Board (if any of your schools require this application)**
  1. 23-24 CSS Profile Web Application Resource <[CLICK HERE](#)>
  2. 23-24 online CSS Profile form <[CLICK HERE](#)>

**Before Coming to Financial Aid Night:**

What should family have done...	What do you need to do this...
<ul style="list-style-type: none"> <li><input type="checkbox"/> Student creates FSA ID</li> <li><input type="checkbox"/> Parent creates FSA ID               <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Both student and parent username and password should be stored in a secure place that can be accessed on Financial Aid Night</i></li> <li><input type="checkbox"/> <i>Students should store their username and password for their FSA ID in their College Process Portfolio password Tab</i></li> </ul> </li> <li><input type="checkbox"/> <u>Students &amp; families will work together to fill out the FAFSA</u> <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Approx. time to complete: 45 min</i></li> </ul> </li> <li><input type="checkbox"/> <u>Students &amp; families will work together to fill out the CSS Profile</u> <ul style="list-style-type: none"> <li><input type="checkbox"/> <i>Approx. time to complete: 2 hours</i></li> </ul> </li> </ul>	<p><b><u>Required paperwork/information to complete the FAFSA &amp; CSS Profile:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parent 2021 1040</li> <li><input type="checkbox"/> Parent 2021 w2</li> <li><input type="checkbox"/> Parent 2021 misc. income/benefit information           <ul style="list-style-type: none"> <li><input type="checkbox"/> SNAP, TANF benefit summary</li> <li><input type="checkbox"/> Unemployment benefit summary</li> <li><input type="checkbox"/> SSI, Disability benefit summary</li> <li><input type="checkbox"/> Section 8/Housing subsidy benefit summary</li> <li><input type="checkbox"/> Business value</li> <li><input type="checkbox"/> Savings account balance 401k/retirement plan savings balance</li> </ul> </li> <li><input type="checkbox"/> Student 2021 1040 (if student filed taxes)</li> <li><input type="checkbox"/> Student 2021 w2 (if student worked)</li> </ul> <p><b><u>Additional required paperwork/information to complete CSS Profile:</u></b></p> <ul style="list-style-type: none"> <li>• Parent 2 2021 1040</li> <li>• Parent 2 2021 w2</li> <li>• Anticipated Parent 2022 income</li> <li>• Home value (if you own a home)</li> <li>• Car value</li> </ul>

### **What happens on the night of Financial Aid Night?**

\*You will sign in once you enter the workshop

1. **If you have already completed FSA ID for both student and parent, have a filled out FAFSA and/or filled out CSS Profile:** *You will be sent to the next available reviewer for you to begin your FAFSA and/or CSS profile review session.*
2. **If you have not completed the FSA ID yet:** *You will be directed to a workstation to complete the FSA ID creation, FAFSA & CSS Profile (if not previously completed). Then, you will be assigned the next available reviewer.*
3. **If you have not completed the FAFSA yet:** *You will be directed to a workstation to complete the FSA ID creation, FAFSA & CSS Profile (if not previously completed). Then, you will be assigned the next available reviewer.*
4. **If you have not completed the CSS profile yet:** *You will be directed to a workstation to complete the FSA ID creation, FAFSA & CSS Profile (if not previously completed). Then, you will be assigned the next available reviewer.*
5. **The review of your FAFSA & CSS Profile** *This will happen by two different people: one person will review your FAFSA & and another person will review your CSS Profile.*