



INSTRUCTIONS FOR FINANCIAL AID 2009-2010

STEP ONE:

Submit the FAFSA (Free Application for Federal Student Aid), based on 2008 income information, by following the instructions at www.fafsa.gov.

- TSTC Waco's Federal School Code number is 003634.
- If you wish to complete a paper FAFSA to mail to the processing center, or for us to submit electronically for you, you may obtain the application in the financial aid office.

STEP TWO:

You will receive a Student Aid Report (SAR) in the mail from the processing center within 2-3 weeks after you submit your FAFSA electronically, or if you provided your email address, you will receive an email with a link to your SAR in 5-7 days.

- Please review the information on the SAR and contact the financial aid office if you discover errors.
- If your file contains discrepancies, or is selected for verification by the United States Department of Education, you will be required to submit additional documentation to the financial aid office.
- You will receive an email notification to view your award letter on WebAdvisor when your aid has been processed.
- There are additional steps required if you wish to receive a Federal Direct Student Loan. Please visit our website at <http://www.waco.tstc.edu/financialaid/mpn.php> for more information.

STEP THREE:

Officially declare a major in the Enrollment Services Office. A major cannot be declared until all required transcripts are received by that office.

Note: Financial aid will not be credited to your student account until all transcripts are received.

STEP FOUR:

Pre-register. If you register early, your financial aid, if processed, will be credited to your student account prior to the start of the term.

NOTE:

Aircraft Pilot Training (APT) students must submit a copy of their Class II Medical Certificate before any financial aid can be credited to their student account. APT student budgets are adjusted to reflect flight costs. Any APT student who does not fly for a term may lose the budget adjustment.

Equal opportunity shall be afforded within the Texas State Technical College System to all employees and applicants for admission or employment regardless of race, color, gender, religion, national origin, age or disability. TSTC will make reasonable accommodations for persons with disabilities.