



## HOW TO APPLY FOR FINANCIAL AID AT SIMMONS COLLEGE 2009-2010

### TO BE ELIGIBLE FOR FINANCIAL AID YOU MUST BE

- Accepted to and/or enrolled in a degree-seeking program
- Enrolled at least half-time per semester as defined by the Office of the Registrar
- Not in default on a Federal Stafford or Perkins Loan or need to pay a federal grant overpayment
- A U.S. citizen or eligible non-citizen
- Maintaining Satisfactory Academic Progress

### A complete application includes:

- 1) 2009-2010 Free Application for Federal Student Aid (FAFSA)
  - <http://www.fafsa.ed.gov>
  - Simmons Federal School Code: 002208
- 2) 2009-2010 Simmons College Student Information Form
  - <http://my.simmons.edu/services/sfs/resources/forms.shtml>

### THE APPLICATION PRIORITY RECEIPT DATE IS MARCH 1, 2009 FOR THE FALL SEMESTER

New applicants should complete their application concurrently with their admission application or as soon as possible after January 1, 2009. Students applying for the summer term should complete their application as soon as possible after January 1, 2009. Applications received after the priority deadline will be reviewed for financial aid. However, late filing may result in a delay in the processing of your award and may jeopardize receipt of some funds, regardless of eligibility.

### 2009 – 2010 FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The FAFSA should be completed on or before **February 15, 2009** in order to be received at Simmons by **March 1, 2009**. The FAFSA can be filed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or by paper application with the Federal processor. The Office of Student Financial Services encourages all applicants to complete the application online. Applications completed online are often more accurate and are processed much more quickly than paper applications.

An electronic FAFSA must be signed electronically using a U.S. Department of Education Personal Identification Number (PIN). If you do not already have a PIN, you can apply for one now at [www.pin.ed.gov](http://www.pin.ed.gov). If you are a dependent student, your parents should also apply for a PIN so they can electronically sign your FAFSA.

**Transfer Students and Returning Students:** Students who filed a FAFSA in 2008-09 will be able to complete a FAFSA online using the PIN they received in prior years. If necessary, a duplicate PIN can be requested online at <http://www.pin.ed.gov>.

## **STUDENTS SELECTED FOR VERIFICATION**

Some students may be chosen by the U.S. Department of Education (DOE) for verification of the information they submitted on their FAFSA. If you are chosen for verification, your Student Aid Report (SAR) from the DOE will indicate that the Simmons Office of Student Financial Services will be requesting additional information from you. You may also be chosen for verification by Simmons College.

- Complete the Verification Worksheet. You can download this worksheet from the Simmons College website at <http://my.simmons.edu/services/sfs>.
- Student – A signed copy of the student’s 2008 federal tax return including all pages, schedules, and W-2 forms must be submitted to the Office of Student Financial Services. Additionally, married students filing separate tax returns must also submit a signed copy of their spouse’s federal tax return and W-2s. If you were not required to file a 2008 federal tax return, you must complete a non-filer form. Non-filer forms are available from the Office of Student Financial Services and on our website. Incoming students may receive an ‘estimated’ award before all verification items are received. Returning students must submit all requested items before an award can be made.
- Parents – For students who provided parental information on their FAFSA, a signed copy of their parents’ 2008 federal tax returns including all pages, schedules, and W-2 forms must be submitted to the Office of Student Financial Services. If the parents were not required to file a 2008 federal tax return, they must complete a non-filer form. Non-filer forms are available from the Office of Student Financial Services. Incoming students may receive an ‘estimated’ award before all verification items are received. Returning students must submit all requested items before an award can be made.

## **IMPORTANT REMINDERS FOR APPLYING FOR FINANCIAL AID**

- The student’s name and Social Security number must be included on the FAFSA and on all application materials submitted to the Simmons Office of Student Financial Services. Please check these items before mailing and keep copies of each form for your records.
- If tax information is still incomplete when completing the FAFSA, please estimate these figures as accurately as possible. Discrepancies between estimated and actual tax information can be resolved when the application is reviewed.
- If the priority receipt date has passed, please submit the appropriate forms as soon as possible so that we may review your financial aid application and minimize any delay in completing your financial aid award.
- We require that you notify our office in writing immediately if your enrollment changes from what you report on the Student Information Form. A change in credit hours may result in a change to your financial aid eligibility.
- Remember that the FAFSA is free! You never need to pay to apply for federal student aid. Free help in filing the FAFSA is available at 800-4-FED-AID (800-433-3243).
- For more information about the FAFSA, call 800-4-FED-AID or TTY (800-730-8913) for the hearing impaired. You can also go to [www.studentaid.ed.gov](http://www.studentaid.ed.gov) for more information about the federal student aid programs.