

2007-2008 Student Information Guide for the FAFSA

FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The FAFSA or Renewal FAFSA Application must be submitted in order to be considered for all types of financial aid, including student and parent loans at Virginia Tech. Prospective or returning students who have lost their Personal Identification Number (PIN) must go to <http://pin.ed.gov> and request a duplicate pin. Students and parents can also apply for or change a PIN at <http://pin.ed.gov/>. The pin is required for the FAFSA electronic signature, as well as the student and/or parent Master Promissory Note Signatures.

Virginia Tech Federal School Code 003754 (FAFSA Item 97a)

Students are urged to submit the FAFSA or Renewal FAFSA at: <http://www.fafsa.ed.gov>. Pre-Application FAFSA worksheets may also be downloaded from the FAFSA on the Web site.

- **February 25, 2007** – Recommended deadline for submitting FAFSA/Renewal to Federal Processor.
- **March 11, 2007** – **Official Deadline** for completed FAFSA/Renewal to be received by Federal Processor.
- **April 15, 2007** – New student to Virginia Tech with complete applications will be mailed an Award Notification on or before April 15, 2007.
- **June 15, 2007** – Continuing Virginia Tech students should receive an Award Notification on or before June 15, 2007

General Scholarships

To be considered for a General Scholarship, you must have submitted the FAFSA **and** General Scholarship application by **March 11, 2007**. An online General Scholarship application is available at <http://www.finaid.vt.edu>.

FAFSA on the Web - Preferred Method

1. Read the information on our web site and understand that if the FAFSA is completed after March 11 you will receive a lower priority consideration for many grants, need based low interest rate loans, and work study.
2. Go to FAFSA on the Web, read the FAFSA instructions and complete ALL items on the application using a "0" for items that were not applicable.
3. Make certain that your Social Security Number as entered is CORRECT. If it is incorrectly entered, your Student Aid Report (SAR) will have a reject code and your application for aid will be rejected. You will need to re-file a new FAFSA.
4. List Virginia Polytechnic Institute and State University's school code 003754 in Step 6, Item #97a.
5. Enter the appropriate housing code in Step 6, FAFSA Item #97b.
6. Complete asset items 43-45 in Step 2, and 87-89 in Step 4.
7. Use your PIN (and your parents should use their PIN if you are dependent) to electronically sign the FAFSA application. You may also print, complete and mail the Signature Page to the Federal Processor within 10 days of submitting your FAFSA. Be aware that mailing in a signature page will slow down the processing of your application.
8. Include your email and physical mailing address.
9. After you complete the FAFSA online, print the Confirmation page to verify that the Federal Processor received your FAFSA.
10. Understand that if you use estimated tax information for either you or your parents on the FAFSA, you will need to make on-line corrections if information changes after your parents or you complete your tax returns. There may be delays, and further information may be requested by our office. While actual tax return information is preferred, due to deadline dates, estimated tax information is acceptable. Do not submit actual tax returns to Virginia Tech unless requested by Virginia Tech USFA.

Invent the Future

The FAFSA Cycle

Students ...

- The Free Application for Federal Student Aid (FAFSA) is updated by the Federal Processor each year and is available after January 1 for the academic year in which the student wishes to receive aid.
- Student should submit the FAFSA/Renewal FAFSA to the Federal Processor by February 25. March 11 is the Virginia Tech on-time deadline to submit the FAFSA. Applications submitted after March 11 will be considered late and will result in reduced award amounts.
- Students will receive an emailed Student Aid Report (SAR) in approximately 2-4 weeks, to the email address they list on the FAFSA.
- Students should review the SAR results and keep a copy with their permanent records.
- Students **should not** make any corrections without consulting with Virginia Tech USFA staff. Some corrections can change a student's EFC and result in receiving less aid.
- Virginia Tech students do not need to complete any verification requirements noted on the SAR. Virginia Tech does not participate in the Federal Verification Program. Instead Virginia Tech participates in the Federal Quality Assurance Program, which allows our financial aid staff to study our student population, and only verify certain FAFSA items that historically have been error-prone for our students. Documents that we have been requested are visible by the student on the Hokie SPA.
- If Virginia Tech needs further information, we will notify the student via email or regular mail.

Financial Aid...

- Our office will receive an electronic copy of your Student Aid Report if you listed Virginia Tech's school code (003754) on the FAFSA (Item 97a).
- Our office may request additional information from you if necessary. If we have requested additional information to process your application, **you will not be awarded financial aid until all requested documentation is received and processed.** However, please do not submit any information to us unless requested. Doing so may slow down the awarding of your financial aid because all documents submitted must be reviewed by our staff even if no additionally documentation was needed.
- Award notifications will be sent to all applicants once the financial aid file is complete. If you are an entering freshman or new student and have not received an award notification by April 15th, contact our office. Continuing students that have not received an award notification by June 15th should contact our office.

Independent Student Status

When filling out the FAFSA, students are classified as either dependent or independent. If a student is dependent, then the FAFSA requires the parent's information when calculating the student's eligibility for financial aid. To determine your dependency status student or for more information about appealing your dependency status see <http://www.finaid.vt.edu/apply/dependency.php>

Unusual Circumstances

Often students or parents will find that the information required on the Free Application for Federal Student Aid (FAFSA) does not realistically reflect their circumstances or their ability to provide the Expected Family Contribution (EFC). When this happens, students may choose to submit an appeal to our office requesting that their situation be reviewed. See <http://www.finaid.vt.edu/receive/circumstances.php> for more information.

Less than Full-Time Enrollment

Virginia Tech requires that you enroll full-time to keep your full financial aid award. Federal Direct Student Loans and Pell Grants are generally the only types of financial aid that may be awarded to part-time students.

Undergraduate Students

- Full-time is **12 or more credit hours**.
- **And at least 6 credit hours** to receive Federal Direct student loans.

Graduate and Professional Students

- Full-time is **9 or more credit hours**.
- **At least 5 credit hours** to receive Federal Direct student loans.

Checklist for Paper FAFSA

When filling out the FAFSA, make sure all the FAFSA ovals are **shaded correctly** using black ink. Print clearly in **CAPITAL letters** and skip a box between words. Report **rounded dollar** amounts.

SIGN and **DATE** the application (and have one parent sign in Question #99 if required).

A **YELLOW** Student Aid Report will be mailed within 2-4 weeks of FAFSA submission.

Retained a photocopy of your FAFSA for your records, and mail the **ORIGINAL** in a timely manner to be received by the U.S. Department of Education by March 11, 2007.

For more information about submitting the FAFSA on the Web or the paper FAFSA see <http://www.finaid.vt.edu/apply/checklist.php>.