

## **THE 10 MOST IMPORTANT STEPS IN APPLYING FOR FINANCIAL AID**

**You may choose any of these three methods to file a Free Application for Federal Student Aid (FAFSA):**

1. Apply online at [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov) (recommended). You must use your previous year's income tax forms to complete the FAFSA. School Code is 001640.
2. Complete a PDF FAFSA (Note: PDF FAFSAs must be mailed for processing). PDF FAFSA can be downloaded at [http://federalstudentaid.ed.gov/fafsa/fafsa\\_options.html](http://federalstudentaid.ed.gov/fafsa/fafsa_options.html) or
3. Request a paper FAFSA by calling the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433-3243) or 1-319-337-5665. If you are hearing impaired, please contact the TTY line at 1-800-730-8913.
4. Two weeks after completing your FAFSA on-line, **please call our office at 708/709-3735 or visit for further processing of your financial aid.**
5. **Once you have submitted all required documentation and you are eligible, an AWARD LETTER will be mailed in approximately 14 days.**
6. Book Vouchers are available each semester one week before classes begin. Vouchers will be given to students who have received an award letter, registered for classes, and have enough financial aid to cover tuition and fees, plus the book voucher. A valid student I.D. and a copy of your schedule are required.
7. If you attend classes full-time (12 credits or more), during the Fall and Spring semesters, you will not be eligible for Aid during the Summer.
8. FAFSA APPLICATIONS ARE AVAILABLE ON-LINE BEGINNING JANUARY 1<sup>ST</sup> OF EVERY YEAR. Our office will begin processing applications March of each year.
9. If you are ineligible for financial aid, you may apply for scholarships and loans. To apply for a student loan you must earn six credits at Prairie State College and a 2.0 GPA.
10. For more information please call the Financial Aid Office at 708/709-3735 or 708/709-7812.