

## 2016-2017 Financial Aid Application Guide

\*The complete Application Guide is available online at <http://seattlecentral.edu/finaid/index.php>

*Fall 2016 through Summer 2017*

### Application Deadlines

**Priority Deadline    Priority Deadline    Priority Deadline    Priority Deadline**

Complete steps 1-3 of Seattle Central’s application process (and step 4 if applicable) by **March 11, 2016**.  
Students who meet the priority deadline usually receive notification of their financial aid eligibility up to two months earlier than students who meet the fall quarter deadline.

**Fall 2016**

Complete steps 1-3 of Seattle Central’s application process by July 7, 2016

**Winter 2017**

Complete steps 1-3 of Seattle Central’s application process by November 10, 2016

**Spring 2017**

Complete steps 1-3 of Seattle Central’s application process by February 10, 2017

**Summer 2017**

Complete steps 1- 4 of Seattle Central’s application process by May 5, 2017

*We strongly recommend that students complete the Free Application for Federal Student Aid (FAFSA) AT LEAST two months prior to the DEADLINE date.*

**Apply Early!**

Many types of financial aid funding are limited.

Completed applications are reviewed in the order in which they are received.

**Apply Early!**

### FAFSA Filing Options

**#1. 2016-2017 FAFSA on the Web**

Students can file their FAFSA over the internet at: <http://www.fafsa.gov>. Follow the instructions carefully. Students and parents with Dept. of Education FSA ID can sign the application electronically. Students and parents without a FSA ID must print and sign the Certificate Page and mail it to the Federal Processor. If you are eligible to use the IRS Data Retrieval Tool you will be prompted to enter your FSA ID, click **“LINK TO IRS”** Click “OK”

**#2. 2016-2017 Paper FAFSA (available on request from the Dept. of Education)**

The paper FAFSA is available on request from the Dept. of Education 1-800-4FED-AID. Read each question carefully and do not skip a question unless instructed to do so. Mail your completed and signed FAFSA to the Federal Processor in the envelope provided.

**#3. 2016-2017 FAFSA on the Phone 1-800-4-FED-AID (1-800-433-3243)**

This option is for students who have limited or no access to the internet and who have no other mechanisms available to complete the application.

**FSA ID**

Students without a Dept. of Education FSA ID, or who lost or forgot their FSA ID, should request one from the Dept of Education, online at [www.pin.ed.gov](http://www.pin.ed.gov)

## Steps in the Financial Aid Application

To apply for all available federal, state, and institutional financial assistance, you must complete **steps 1-3** of the application process, and **step 4** if applicable, by the deadline date. Read the instructions carefully. *You are responsible for any problems resulting from failure to follow application directions or any problems resulting from failure to meet an application deadline.*

### Step #1

**New students must apply for Admission in Room 1104 or online**

<http://seattlecentral.edu/admissions/index.php>

### Step #2

**Submit your 2016-2017 FAFSA to the Federal Processor** <http://www.fafsa.gov>

To ensure on time file completion, submit your FAFSA two months prior to deadline dates

If you file your FAFSA online and provide an email address, you will receive an email with a link to your Student Aid Report (SAR) in approximately 5 days.

You will receive a Student Aid Report (SAR) in the mail approximately 4-6 weeks after you submit your paper FAFSA via US mail. If you do not receive your SAR within 6 weeks of submitting your application, call the Federal Processor at 1-800-4FED-AID to check on the status of your application

### Step #3

**After you receive your 2016-2017 SAR you must either:**

1. Respond to the “**2016-2017** Required Actions Letter” sent by email from the Financial Aid Office. The letter states what additional documents are required to complete your file;  
**OR**
1. Contact us in person, by phone or email so we can review your information and tell you what additional documents are required to complete your file. You may also view your file status online at <https://www.fas.ctc.edu/portal7/?col=062>

Examples of additional documents that may be needed to complete your file include, but are not limited to, the following: Institutional Data Sheet, a copy of your and/or your parents 2015 Federal Income Tax transcript, a copy of your Social Security Card, proof of citizenship status, proof of Selective Service registration, Federal verification Worksheet, and/or a copy of your birth certificate or US passport.

**Submit all additional required documents to the Financial Aid Office by the deadline date.**

### Step #4

**If you plan to attend Summer quarter 2017** and would like to be considered for financial aid, you must complete and submit a Summer Quarter Supplemental Financial Aid Application to the Financial Aid Office. These applications will be available in the Financial Aid Office beginning April 15, 2017.

## Eligibility

Students are eligible for financial aid consideration if they are:

**\*\*NOTE:**

- ▶ Attending Seattle Central for the express purpose of obtaining a degree or certificate (minimum length of 3 quarters) at Seattle Central.
- ▶ A U.S. citizen or eligible non citizen.
- ▶ Making satisfactory academic progress as defined by Seattle Central's financial aid Satisfactory Academic Progress criteria, (copies available in the Financial Aid Office.)
- ▶ Not in default on any previous student loans and do not owe a repayment of any previous grant.
- ▶ Registered with Selective Service (if male), as required by law.
- ▶ A high school graduate, GED recipient,

**\*\*NOTE**

Students who have the equivalent of a bachelor's degree are not eligible for federal and state grants, and are limited to applying for work-study only.

## Types of Aid

Students receive assistance in the form of grants, Direct Federal loans, and work-study. Grants are a form of aid that does not need to be repaid provided students complete their courses. Work-study is a part-time employment program. Both grant and work-study funding are limited. Federal Direct loans must be paid back, so look for other funding sources first. Information about non-federal student loans is available in the Financial Aid Office and on the office web site.

## Non-Eligible Classes

The following courses are not eligible for financial aid funding: **Non-Quarterly Correspondence, Adult Basic Education, Running Start, Seminar, Community Education, and High School Completion.**

## Application Process

Applying for financial aid is a complicated process. Our office must follow all of the rules and regulations set by the federal and state governments regarding the financial aid application and awarding process. We will not offer any aid until all required documents have been received and reviewed and the student has completed the Admissions process.

**We must question any conflicting information we receive and may need to clarify any item on a student's application.**

The application process can take up to two months, or even longer, to complete.

**PLAN AHEAD!**  
**APPLY EARLY!**

## File Review

Once a student has completed the application process, we conduct a file review to determine aid eligibility. We may determine at this time that additional information is necessary. Students are responsible for submitting required information in a timely manner. Although students may have met a deadline, awards will be based on available funding at the time the file is complete and correct.

## Notification of Eligibility

Students who have been awarded financial aid will receive a Financial Aid Notification letter by email. This letter will direct students to the Student Portal for Financial Aid, which lists the type(s) of aid awarded and the award amount(s) for each quarter. It is **IMPORTANT** that students read their notification letter, as well as the entire notification letter packet, carefully. Students who are determined to be ineligible for aid will be notified by mail.

## Cost of Attendance

Seattle Central develops student budgets to estimate the average student's cost of attending for one quarter, two quarters, or the entire 9-month academic year. Budgets include only the costs of the average student; they do not include costs for the student's family.

	with <u>parents</u>	not with <u>parents</u>
Tuition & Fees*	\$3669	\$3669
Books/Supplies	\$ 825	\$ 825
Room & Board	\$3165	\$10140
Transportation	\$1140	\$1140
Misc./Personal/Tech.	<u>\$1810</u>	<u>\$2271</u>
<b>TOTALS</b>	<b>\$10,609</b>	<b>\$18,045</b>

Non-resident tuition/fees **\$4068**

Baccalaureate tuition/fees **\$7374**

\*Estimate for Full-time Enrollment  
(12 or more credits)

## Estimated Family Contribution (EFC)

Congress mandates the formula used to determine how much the student (and the student's family, if required) could be expected to contribute towards educational costs. Contributions are based on 2015 data. If the household income in 2016 is significantly less than in 2015, students may wish to ask the Financial Aid Office about special conditions consideration after July 18, 2016.

## Financial Need

Financial Need is the difference between the average cost of attending SCCC and the student's Estimated Family Contribution (EFC). Cost of Attendance and EFC are described above.

## Registration

When your financial aid file is complete, you may register for classes without payment. Your classes will not be dropped for non-payment before you are notified of your eligibility. You will be dropped if your financial aid notification results in a balance due and you do not pay. Verify your financial aid file status online at <http://seattlecentral.edu/finaid/portal.php>

## Enrollment Status

Financial aid is awarded at the full-time level of enrollment. Students who register for less than full-time must notify the Financial Aid Office immediately so we can adjust their financial aid awards accordingly. Students who fail to notify us in a timely manner may experience delays in receiving their financial aid funds.

Certain types of financial aid funds are not available to students who register for fewer than 6 credits.

Full-time hours	12 or more credit
¾-time.....	9-11 credit hours
½-time.....	6-8 credit hours
Less than	1-5 credit hours
½-time	

## Web Address

[www.seattlecentral.edu/finaid/](http://www.seattlecentral.edu/finaid/)

## Repayment of Financial Aid

Students who withdraw from all of their classes, stop attending all of their classes, or complete zero credits, may be required to repay a portion of the financial aid funds they received for that quarter. Copies of the financial aid repayment policies are available in the Financial Aid Office and on our website.

## Satisfactory Academic Progress

Students are required to maintain certain academic standards in order to be eligible to receive financial aid. Copies of the Satisfactory Academic Progress policies are available in the Financial Aid Office and on our website.

## Distance Learning

Federal, state, and institutional grants may be used for Distance Learning courses (with the exception of correspondence courses).

## Study Abroad

Federal, state, and institutional grants may be used for certain Study Abroad programs. Check with the Financial Aid Office for more information

## Apply!

Because there is no simple "income cut off" for determining aid eligibility, all students who feel they may need help paying for college are encouraged to complete the financial aid application process.

### Financial Aid Office Hours

Monday  
8:00 – 4:30

**Tuesday**  
**8:00 – 6:30**

Wednesday  
8:00 – 4:30

Thursday  
8:00 – 4:30

Friday  
9:00 – 4:30

Phone (206-934-3844) is answered from 8:00 am – 4:30 pm Monday through Thursday and 9:00 am – 4:30 pm Friday

Email address: [financialaid.central@seattlecolleges.edu](mailto:financialaid.central@seattlecolleges.edu)

## **Seattle Central College**

### **Division of Student Financial Services and Veterans Affairs**

1701 Broadway, Room 1104C  
Seattle, WA 98122-2413

Seattle Central College is committed to the concept and practice of equal opportunity for all its students, employees, and applicants in education, employment, services and contracts, and does not discriminate on the basis of race, ethnicity, color, age, national origin, religion, marital status, sex, gender, sexual orientation, Vietnam-era or disabled veteran status, political affiliation, or belief, citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or presence of any physical, sensory, or mental disability, except where a disability may impede performance at an acceptable level. In addition, reasonable accommodations will be made for known physical or mental limitations for all otherwise qualified persons with disabilities. The following person has been designated to handle inquiries regarding non-discrimination policies including those related to Sec 504 ADA and Title IX: Kathryn Woodley, Seattle Central College, 1701 Broadway, Mailstop 2BE4180, Seattle WA, 206-934-5417. Seattle Central will make every effort to ensure that the lack of English skills will not be a barrier to admission and participation in vocational education programs.

Authority: WAC 132F-148-010, Public Law 101-336, American with Disabilities Act (ADA) of 1990, 29 CFR Part 37  
Adopted: June 29, 1981, Amended: December 22, 1993